

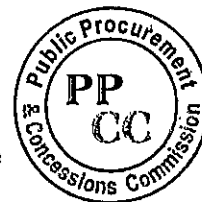


REPUBLIC OF LIBERIA

PUBLIC PROCUREMENT & CONCESSIONS COMMISSION

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: www.ppcc.gov.lr EMAIL: info@ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0529/25'**

April 30, 2025

Hon. Pauline J. Mulbah

ACTING DIRECTOR OF ADMINISTRATION

Public Procurement and Concessions Commission

Executive Mansion Ground

Republic of Liberia

Dear Hon. Mulbah:

Subj: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (UNITED NATIONS DEVELOPMENT PROGRAM) PROCUREMENT PLAN FOR THE FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication, which sought the approval of the Commission for the Public Procurement and Concessions Commission (PPCC) Special Project Procurement Plan. Following a thorough review, the Commission approves the Public Procurement and Concessions Commission's special project procurement plan for Fiscal Year 2025, as per Section 40(3) of the Public Procurement and Concessions Act, PPCA, 2010. The Commission further informs the PPCC that the procurement plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP) and that the MFDP will process allotments in keeping with the approved procurement plan. However, the Commission requests that you submit your contract awards information report and contract copies for fiscal year 2024.

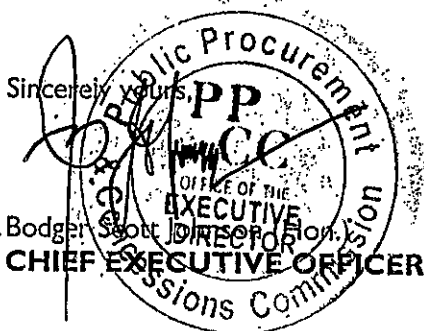
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states that **"each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. However, an updated procurement plan shall accompany said notice to the Commission."**

Please note that the Commission's full approval of a method on the procurement plan is deemed to be the approval of the Procuring Entity. As such, the Procuring Entity will not be required to request the use of said approved method again.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily compliant with the PPCA 2010 as we jointly strive to achieve transparency, accountability, fairness, equality, and public confidence in our procurement and concession processes.

Sincerely yours,

Bodger Scott Johnson
CHIEF EXECUTIVE OFFICER





Republic of Liberia
Public Procurement & Concessions Commission
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: www.ppcc.gov.lr /Email: info@ppcc.gov.lr / Phone Short Code:4357

Hor. Bodger Scott Johnson
Chief Executive Officer
Public Procurement and Concessions Commission
Capitol Hill
Executive Mansion Grounds
Monrovia, Liberia

April 23, 2025

Dear Hon. Johnson:

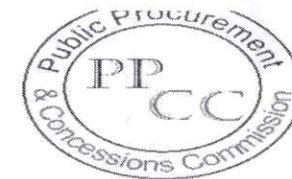
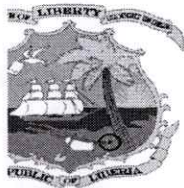
Subj: Submission of UNDP-Special Project Procurement Plan for Approval 2025

We present our compliments and herewith submit the Commission's UNDP-Special Project F/Y 2025 Procurement Plan for approval. The plan was developed consistent with the Approved ANNUAL WORK PLAN for 2025. This submission is in fulfilment of Section 40 of the PPC Act in reference to procurement planning.

Kind regards,

Pauline J. Mulbah
Director of Administration/Chairman, Procurement Committee

John Suro
April 24/2025
TIME: 3:27PM



2025 SPECIAL PROJECT PROCUREMENT PLAN (SBA)
Strengthening National and Local Capacity to Implement PAPD, SDGs and Agenda 2063/C4D
REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
Source of Funding: UNDP

2	3	4	5	6	7	8	9	10	11	12	13	14	16	16	17	18	19	20	
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES											
	PACKAGE (CODE)	NUMBER	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY/CODE	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
1	IFB	No. PPCC/UNDP/SBA/RFQ/001/25	Events Catering Services (Region1; Bong County, Nimba County and Margibi)	1 firm	I5621	\$9,000.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	
2	IFB	No. PPCC/UNDP/SBA/RFQ/002/25	Events Catering Services (Region2; Grand Bassa & Bomi)	1 firm	I5621	\$9,000.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	
3	IFB	No. PPCC/UNDP/SBA/RFQ/003/25	Events Catering Services (Monrovia)	1 firm	I5621	\$6,000.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	

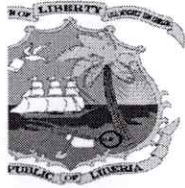
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Public Procurement & Concessions Commission
EXECUTIVE DIRECTOR
4/30/25

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4/30/25

Prepared by: *[Handwritten signature]*
Mr. Kartee Troh
Procurement Director

Date: 24/4/2025 Approved by: *[Handwritten signature]*
Pauline J. Mulbah
Director of Administration

Date: 24/4/2025



2025 SPECIAL PROJECT PROCUREMENT PLAN (SBA)
Strengthening National and Local Capacity to Implement PAPD, SDGs and Agenda 2063/C4D
REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
Source of Funding: UNDP



4	IFB PPCC/UNDP/SBA/Rfq/ 004/25	No. Printing & Publications service	1 Firm	C1812	\$1,056.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	
5	IFB PPCC/UNDP/SBA/Rfq/ 05/25	No. Hall Rental Services (Region1; Bong County, Nimba County and & Margibi)	1 firm	L6810	\$2,000.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	
6	IFB PPCC/UNDP/SBA/Rfq/ 06/25	No. Hall Rental Services (Region2; Grand Bassa & Bomi)	1 firm	L6810	\$1,600.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	
7	IFB PPCC/UNDP/SBA/Rfq/ 007/25	No. STATIONERIES	Assorte d	G4761	\$215.00	RFQ	17/04/25	24/04/24	28/04/25	30/04/25	07/05/25	09/05/25	12/05/24	14/05/25	N/A	31/12/25	31/12/25	

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PPCC
OFFICE OF THE
EXECUTIVE
DIRECTOR
Public Procurement
& Concessions Commission
4/30/25

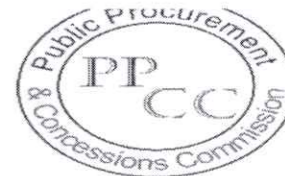
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Prepared by: Mr. Kartee Troh
Procurement Director

Date: 24/4/2025 Approved by: Pauline J. Mulbah
Director of Administration

Date: 24/4/2025



2025 SPECIAL PROJECT PROCUREMENT PLAN (SBA)
Strengthening National and Local Capacity to Implement PAPD, SDGs and Agenda 2063/C4D
REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
Source of Funding: UNDP



tal					\$28,871														

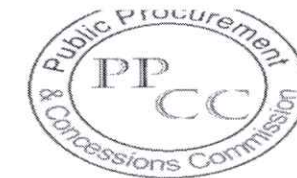
15280
4/30/25



Prepared by: [Signature] Date: 24/4/2025
Mr. Kartee Troh
Procurement Director

Approved by: [Signature]
Pauline J. Mulbah
Director of Administration

Date: 27/4/2025



2025 SPECIAL PROJECT PROCUREMENT PLAN (SBA)
Strengthening National and Local Capacity to Implement PAPD, SDGs and Agenda 2063/C4D

REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
Source of Funding: UNDP

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. PPCC/UNDP/SBA/RFQ/001/25 (Region1; Bong County, Nimba County and & Margibi)	Catering	Is from the budget line Procurement Awareness. The amount of US\$9,000.00 will be used to acquire the services of a catering firm to provide catering services during the Awareness on Procurement Activities and Reform to Universities, Collages, and Intellectual Centers in three (3) Counties: Region1; Bong County, Nimba County and & Margibi
2	IFB No. PPCC/UNDP/SBA/RFQ/002/25 (Region2; Grand Bassa & Bomi)	Catering	Is from the budget line Procurement Awareness. The amount of US\$9,000.00 will be used to acquire the services of a catering firm to provide catering services during the Awareness on Procurement Activities and Reform to Universities, Collages, and Intellectual Centers in two (2) Counties, Region2; Grand Bassa & Bomi.
3	IFB No. PPCC/UNDP/SBA/RFQ/003/25 (Monrovia)	Catering	Is from the budget line Procurement Awareness. The amount of US\$6,000.00 will be used to acquire the services of a catering firm to provide catering services during the Awareness on Procurement Activities and Reform to Universities, Collages, and Intellectual Centers in Montserrado.
4	IFB No. PPCC/UNDP/SBA/RFQ/004/25	Printing & Publications service	This package is intended to pay for printing and binding services that will be used by the Commission for the Awareness on Procurement Activities and Reform to Universities, Collages, and Intellectual Centers in five (5) Counties. The amount of US\$1,056.00 will be used to acquire the services of a firm.
5	IFB No. PPCC/UNDP/SBA/RFQ/05/25 (Region1; Bong County, Nimba County and & Margibi)	Hall Rental	This package is intended to acquire Halls to host Awareness on Procurement Activities and Reform to Universities, Collages, and Intellectual Centers in five (5) Counties. The awareness will be held in Bong, Margibi and Nimba Counties on a regional basis. RFQ method of Procurement will be used at the total cost of US\$2,000.00.
6	IFB No. PPCC/UNDP/SBA/RFQ/06/25 (Region2; Grand Bassa & Bomi)	Hall Rental	This package is intended to acquire Halls to host Awareness on Procurement Activities and Reform to Universities, Collages, and Intellectual Centers in five (5) Counties. The awareness will be held in Bomi and Grand Bassa Counties on a regional basis. RFQ method of Procurement will be used at the total cost of US\$1,600.00.
7	IFB No. PPCC/UNDP/SBA/RFQ/007/25	STATIONERIES	It's intended to procure Stationeries items for the awareness activities. Items to be procured include: A4 sheet, Pens, Note pads, and Legal paper, at the cost of UD\$215.00.

Prepared by:

Mr. Kartee Troh
Procurement Director

Date:

24/4/2025

Approved by:

Pauline J. Mulbah
Director of Administration

Date:

24/4/2025

