



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/0482/25'**

April 15, 2025

Hon. Jerry K. Bleh

HEAD OF ENTITY

RiverGee Vocational and Technical Training Institute

RiverGee County

Republic of Liberia

Dear Hon. Bleh:

Subj: **APPROVAL OF ANNUAL 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 RiverGee Vocational and Technical Training Institute (RGVTI) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the RGVTI annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the RGVTI 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 the RGVTI submit its contract award information report and contract copies for the Fiscal Year 2024.

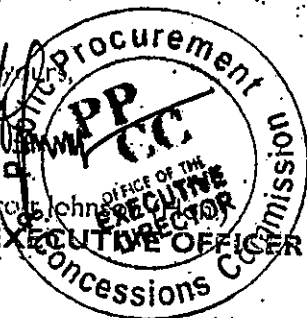
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states that *"each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes 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, and 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 aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

Sincerely yours,

Bodger Scott Johnson
CHIEF EXECUTIVE OFFICER





**River Gee Vocational & Technical Training Institute
(RGVTTI)**

Sarbo Sweaken

River Gee County, Liberia

(+231)-775-866-996 / 776-245-132 / 770-115-404

info@rgvtti.com



April 3, 2025

Hon. Budget Scott Johnson

Executive Director

Public Procurement and Concession Commission (PPCC)

Capitol Hill, Monrovia, Liberia

Ref: Request for approval of RGVTTI spending plan

Dear Hon. Johnson:

The management of the River Gee Vocational and Technical Training Institute (RGVTTI) presents compliments to the management of the Public Procurement and Concession Commission and wishes to inform you of the following:

Kindly approve the 2025 spending plan of RGVTTI as enclosed in this letter. We would also appreciate if you could give us other support on the 2025 procurement procedures and basic information needed to strengthen the capacity of our institution's procurement processes.

Please do not hesitate to contact us if you have any questions or concerns.

Many thanks for your usual support.

Sincerely yours


Jerry K. Bleh
Executive Director (RGVTTI)

RIVERGEE VOCATIONAL & TECHNICAL TRAINING INSTITUTE

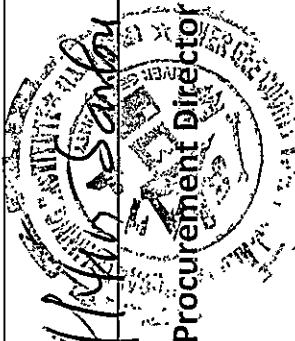
PROCUREMENT PLAN (SBA -Core budget)

Source of Funding: GOL/ National Budget

Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	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
PLANNED	1	IFB NO.RGVTTI/SBA /RB/001/2025	Petroleum Product(Diesel & Gasoline)	5,203.2 5gallons @ 4.00	G-4661	\$ 20,813.00	RB	4/7/2025	4/09/2025	4/11/2025	4/14/2025	5/05/2025	5/07/2025	5/12/2025	5/20/2025	N/A	5/29/2025	6/10/2025	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO.RGVTTI/SBA /RB/002/2025	Educational Materials-	1 firm	G-4761	\$ 18,000	RB	4/7/2025	4/09/2025	4/11/2025	4/14/2025	5/05/2025	5/07/2025	5/12/2025	5/20/2025	N/A	5/29/2025	6/10/2025	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 38,813.00 USD													

Prepared by: *Alvin S. Sanjay Dureh*



Procurement Director

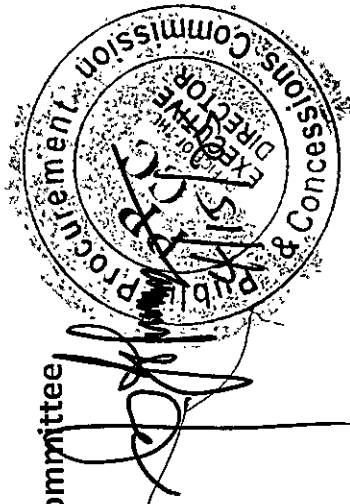


Approved by:

Mr. Jeffery K. Bledsoe

Head of Entity/Chairman, Procurement Committee

Date: *05/14/2025*



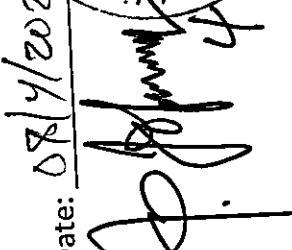
RIVERGEE VOCATIONAL & TECHNICAL TRAINING INSTITUTE

PROCUREMENT PLAN (SBA- Core budget)
Source of Funding: GOL/ National Budget- 2025

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BASIC DATA								IMPLEMENTATION DATES											
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PLANNED	3	IFB NO.RGVTTI/SBA /RFQ/001/2025	Scratch Cards	480 Pieces	J-6190	\$ 2,400.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB NO.RGVTTI/SBA RFQ/002/2025	Repair & maintenance Vehicle	I - Firm	G-4520	\$ 8,400.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB NO.RGVTTI/SBA /RFQ/003/2025	Repair & maintenance generator	1 firm	C-3314	\$ 3,800.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025	
UPDATE																			
ACTUAL																			
						SUB-TOTAL													
						\$ 14,600.00													

Approved by: 
M. J. Bish
Head of Entity/ Chairman- Procurement Committee

Prepared by: 
M. J. Bish
Procurement Director

Date: 08/4/2025

M. J. Bish
Executive Director
Public Procurement & Concessions Commission

RIVERGEE VOCATIONAL & TECHNICAL TRAINING INSTITUTE

PROCUREMENT PLAN (SBA-Core budget)

Source of Funding: GOL/ National Budget

Fiscal year: 2025

Fiscal year: 2025																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA							IMPLEMENTATION DATES												
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PLANNED	6	IFB NO.RGVTTI/SB A/RFQ/004/2025	Cleaning Materials	1-Firm	G-4773	\$ 5,595.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB NO.RGVTTI/SB A/RFQ/005/2025	Stationery	Assorted	G-4761	\$ 6,000.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025	
UPDATE																			
PLANNED	8	IFB NO: RGVTTI/SBA/RFQ/006/2025	Printing & Binding	1-Firm	C-1812	\$ 3,360.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 14,955.00													

Prepared by: Alvin Sabin Duch
Approved by: Mr. Jerry K. Blah
Date: 08/04/2025

Procurement Director
Head of Entity/Chairman-Procurement Committee
Director General Concessions Commission

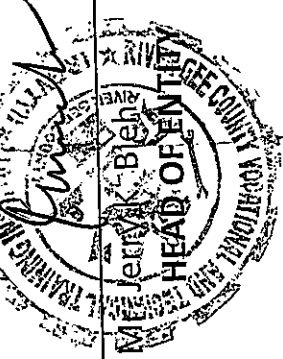
RIVERGEE VOCATIONAL & TECHNICAL TRAINING INSTITUTE

PROCUREMENT PLAN (SBA CORE budget)
Source of Funding: GOL/ National Budget

Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA						IMPLEMENTATION DATES													
ITEM NO.	PACKAGE NUMBER (CODE)	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	
PLANNED	9.	IFB NO.RGVTTI/SBA /RFQ/007/2025	1-firm	I-5612	\$ 2,400.00	RFQ	4/7/2025	4/09/2025	4/11/2025	4/14/2025	4/16/2025	4/18/2025	4/21/2025	4/24/2025	N/A	4/29/2025	5/07/2025		
UPDATE																			
ACTUAL																			
SUB TOTAL					\$ 2,400.00 USD														
GRAND TOTAL					\$ 70,768.00														

Prepared by: Alvin Sanchez



Approved by:



Head of Office

Date: 08/04/2025



Director

RIVERGEE VOCATIONAL & TECHNICAL TRAINING INSTITUTE (RGVTTI)

PROCUREMENT PLAN (CORE & SBA BUDGET)

Source of Funding: GOL
Fiscal year: 2025

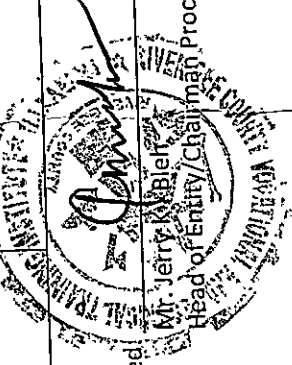
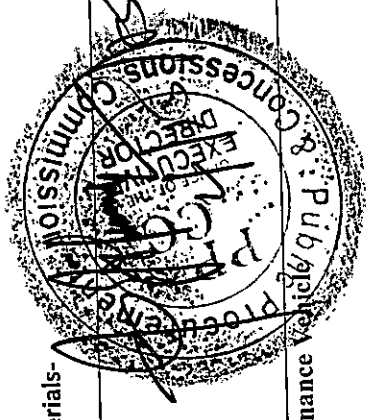
Item No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No.: RGVTTI/SBA/RB/001/25	Petroleum Products(Diesel & gasoline)	This contract package is funded from the budget line Petroleum Product which is intended to purchase diesel and gasoline for used by the entity. The total estimated quantity to be procure is value \$ 20,8143 with a unit price of 4.00 at 5,203 gallons of both diesel and gasoline.
2	IFB NO.RGVTTI/SBA/RB/002/2025	Educational Materials-	This contract package is funded from the budget line Educational Materials which is intended to procure educational materials for used by the entity.
3	IFB NO.RGVTTI/SBA/RFQ/001/2025	Scratch Cards	This contract package is funded from the budget line Scratch Cards which is intended to purchase 480 pieces of scratch for used by the entity.
4	IFB NO.RGVTTI/SBA RFQ/002/2025	Repair & maintenance Vehicle	This contract package is funded from the budget line Repair & Maintenance- Vehicle which is intended to repair and maintained all of the entity Vehicles to be used for the fiscal year in the county.
5	IFB NO.RGVTTI/SBA RFQ/003/2025	Repair & maintenance Generator	This contract package is funded from the budget line Repair & Maintenance- generator which is intended to repair and maintained all of the entity generators to be used for the fiscal year in the county.
6	IFB NO.RGVTTI/SBA/RFQ/004/2025	Cleaning Materials	This contract package is funded from the budget line Cleaning Materials which is intended to purchase cleaning materials to be used by the entity within the county.

Date: 07/09/2025

Approved: 
Mr. Jerry M. Blen
Head of Entry/Chairman Proc. C'mttee


4/17/25

Prepared By: 
Procurement Officer



RIVERGEE VOCATIONAL & TECHNICAL TRAINING INSTITUTE (RGVTTI)

PROCUREMENT PLAN (CORE & SBA BUDGET)

Source of Funding: GOL
Fiscal year: 2025

Item No	Contract Package Code	Contract Package	Content of Contract Package
7	IFB NO.RGVTTI/SBA/RFQ/005/2025	Stationery	This package is intended to procure assorted Stationary Materials: 1. A4 paper -----25boxes 2. Legal sheet-----15boxes 3. A4 size Brown Envelop-----5pks 4. A3 brown Envelop-----3pks 5. Letter size white envelop-----10boxes 6. Ball pen-----20pks 7. Printer cartridge-----5sets Staple machine-----10pcs etc. This contract package is funded from the budget line Printing & Binding which is intended to purchase Printing & Binding to be used by the entity within the county
8	IFB NO: RGVTTI/SBA/RFQ/006/2025	Printing & Binding	This contract package is funded from the budget line Event Catering which is intended to hire a catering service firm to be used by the entity within the county for catering service purpose.
9	IFB NO.RGVTTI/SBA/RFQ/007/2025	Event Catering	

Prepared By: Alvin Sabela Dureh

Approved: Mr. Jerry K. Bieh

Date: _____

[Signature]

Executive Director

Procurement Commission

[Signature]

Head of Entity/Chairman Proc. C'mttee