



REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA
WEBSITE: www.ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/210/26'**

February 26, 2026

Hon. Richard Fatorma Ngafuan

DIRECTOR GENERAL

Liberia Institute of Statistics & Geo-Information Services

Capitol Hill

Republic of Liberia

Dear Hon. Ngafuan:

Subj: RECEIPT AND APPROVAL OF SPECIAL PROJECT CONSULTANCY (UN-FAO FUNDED) PROCUREMENT PLAN FOR THE FISCAL YEAR 2026

We present our compliments and wish to acknowledge receipt of your communication, which sought the approval of the Commission for the Liberia Institute of Statistics & Geo-Information Services (LISGIS) Special Project Consultancy Procurement Plan. Following a thorough review, the Commission approves the Liberia Institute of Statistics & Geo-Information Services special project consultancy procurement plan for 2026, in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the LISGIS 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.

The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states "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 aspire to achieve transparency, accountability, fairness, equality, and public confidence in our procurement and concessions processes.

Sincerely yours,

Bodger Scott Johnson (Hon.)

CHIEF EXECUTIVE OFFICER

PUBLIC PROCUREMENT
& CONCESSIONS COMMISSION
OFFICE OF THE
EXECUTIVE DIRECTOR



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Office of the Director General
Email: richardngafuan@live.com
Website: www.lisgis.gov.lr

LISGIS/DG/RFN /A-1.1/020/02/'26

February 23, 2026

Hon. Bodger Scot Johnson

Executive Director

Public Procurement and Concessions Commission (PPCC)

Capitol Hill, Monrovia, Liberia

Ref: Procurement Plan Submission

Dear Hon. Johnson:

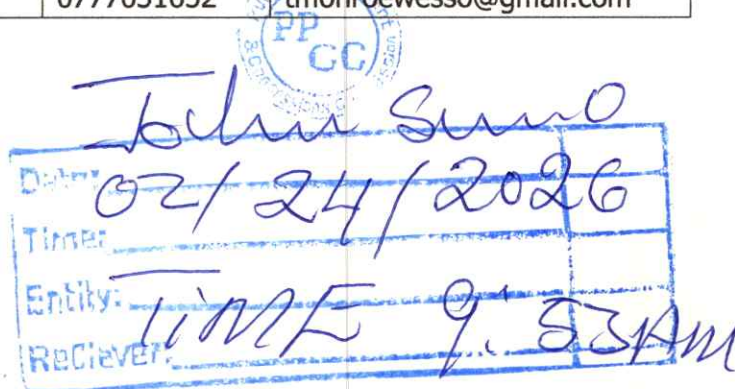
I extend my compliments and wish to request your approval of LISGIS' Special Project Procurement Plan for the hiring of an individual consultant for the audit of the Agriculture Survey which includes the Women Empowerment and Nutrition module funded by the UN- FAO.

This request is being made due to the project closure timeline which is expected within the next few weeks. The audit of the activity is a critical requirement for its successful conclusion and delay in completing this process may adversely affect compliance obligations and the timely submission of required reports to our development partners.

Please see below the list of names of members of the Institution's Procurement Committee and Procurement Unit.

LISGIS Procurement Committee Members

NO	NAME	POSITION	CANTACT	EMAIL
1	Richard Ngafuan	Director-General/Chair	0776210164	richardngafuan@live.com
2	Boima H. M. Sonii	DDGSDP-member	0777524773	bhmsonii1975@gmail.com
3	Mariah Quaye Gilayeneh	DDGA-member	0770560087 0886560087	mariahgilayeneh@gmail.com
4	Johnson Q. Kei	DDGID-member	0777147044	jquiahkei@gmail.com
5	Lawrence Yanka	Dir. Finance member	0776421200	yankalawrence@gmail.com
6	T. Monroe Wesso	Secretary	0777031652	tmonroewesso@gmail.com

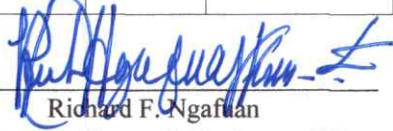


Liberia Institute of Statistics & Geo-Information Services (LISGIS)
Consultancy Procurement Plan
Special Project - Liberia Agriculture Survey - Procurement Plan (SBA)
Source of Funding: FAO
Fiscal Year: 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
				BASIC DATA				IMPLEMENTATION DATES												
								REQUEST FOR EXPRESSION OF INTEREST, if applicable						REQUEST FOR PROPOSALS AND APPROVAL OF AWARD						
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI/Solicitation of CVs	REOI CLOSING/OPENING/Evaluation of CVs	SUBMISSION OF EVALUATION REPORT/Shortlisting	PC APPROVAL-EVALUATION REPORT/SHORTLIST/Invitation for Interview	PREPARATION & SUBMISSION OF RFP DOCUMENT / Interview	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT/	PC APPROVAL-COMBINED EVALUATION REPORT/INTERVIEW REPORT/NEGOTIATION	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT
PLANNED	1	IFB No. LISGIS/FAO/IC/01/2026	Audit Consultancy	M-6920	1 Person	6,500.00	IC	2/16/2026	N/A	N/A	N/A	3/2/2026	3/9/2026	3/23/2026	4/6/2026	4/20/2026	5/4/2026	5/18/2026	6/1/2026	6/15/2026
UPDATE																				
ACTUAL																				
GRAND TOTAL						6,500.00														

Signed: 
T. Monroe Wesso
Director of Procurement

Date: 2/18/2026

Approved: 
Richard F. Ngafuan
Director General/ Chairman PC

Date: February 19, 2026





ITEM	Unit		Frequency		Unit cost (USD)	Unit Description	Total Cost (USD)	Notes
	number	description	number	description				
Output 3 – WEN survey report launched							37,356	
3.1. Organize the 'Data Analysis and							24,738	
3.1.1. Venue - Bong district (tentatively)	1	Hall	8	days	\$ 400.00	daily cost	3,200	
3.1.2. Catering	10	person	8	days	\$ 20.00	daily cost	1,600	
3.1.3. Participant allowance	10	persons	8	days	\$ 20.00	daily cost	1,600	Reduce from 9 days to 8 days because the workshop was held in monrovia and there was no need for travel day, therefore savings is realized here.
3.1.3.1 Participants Transportation Allowance	10	persons	2	ways	\$ 40.00	Round trip	-	We remove cost on this line because the workshop was held in monrovia and there was no need to pay transportation for travel to workshop location, thereby
3.1.4. Analyst payment	6	person	25	Days	\$ 100.00	DSA	15,000	DSA Increase from \$70to \$100 inline with the Ministry of Finance new regulations on DSA rates
3.1.5. Report printing	100	report			\$ 30.00	unit cost	3,000	Reduce number of prints from 190 to 100
3.1.6. Assorted stationery and supplies (prints-out, notepads, pens, etc.)					Lumpsum	1,000		
3.1.6 Notepads	10	person	1	piece	\$ 12.00	unit price	120	
3.1.7 Pens	3	box	1	days	\$ 6.00	unit price	18	
3.1.8 Printouts (questionnaires, enumerators' manual, booklets, etc.)	10	person	1	set	\$ 30.00	unit price		There will no prainting at this level All prainting will be done on buget line 3.1.8
3.1.9 Flip Charts	1	pieces	1	days	\$ 150.00	unit price	150	
3.1.10 Plastic Folders	2	dozen	1	days	\$ 15.00	unit price	30	
3.1.11 Regular Marker	2	packs	1	days	\$ 10.00	unit price	20	
3.2. Launch survey report							6,118	
3.2.1. Venue - Monrovia (tentatively)	1	Hall	1	days	\$ 600.00	daily cost	600	Due to the need to have a bigger launch and involve more state actors, kindly increase the cost of hall rental to procure a more comfortable space
3.2.2. Catering	100	person	1	days	\$ 20.00	daily cost	2,000	Here, we want to increase the number of invitees to 100 persons for the launch to cover the executive, legislature and other dignatarians, thereby having a wider coverage.

Liberia Institute of Statistics and Geo-Information Services

Special Project Consultancy Procurement Plan Notes

Source of Funding: FAO

Fiscal Year: 2026

Item No	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	PACKAGE
1	IFB No. LISGIS/FAO/IC/01/2026	Audit Consultancy	This package is intended for hiring an individual consultant to conduct an audit of the FAO funded aspect of the project. It is found under the budget line 'Audit Fees'

Prepared By: _____

Date: _____

T. Monroe Wesso
Procurement Director

Handwritten signature
02/26/26

