



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/ACEO/012/26'

February 12, 2026

Dr. Zobong B. Norman
PRESIDENT
Bomi Community College
Monrovia, Liberia

Dear Dr. Norman:

Subj: APPROVAL OF BOMI COMMUNITY COLLEGE ANNUAL CORE AND SBA PROCUREMENT PLAN FOR FISCAL YEAR 2026.


We present our compliments and wish to acknowledge receipt of your communication dated February 3, 2026, which sought the approval of the Commission for the Bomi Community College Annual Core and SBA Procurement Plan for Fiscal Year 2026.

Following thorough review, the Commission hereby approves Bomi Community College Annual Core and SBA Procurement Plan for Fiscal Year 2026 in accordance with *Section 40 (3)* of the PPCA, 2026, and informs Bomi Community College that its Annual Core and SBA Procurement Plans Procurement Plan for 2025 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, on a quarterly basis 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 an approval of a method on the procurement plan is deemed as the Commission's full approval and as such, a Procuring Entity will not be required to again request the use of said approved method.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily in compliance 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,


Himmie E. Langford (Hon.)
ACTING CHIEF EXECUTIVE OFFICER



Bomi Community College



Fatorma Compound
Tubmanburg, Bomi County
Liberia, West Africa

OFFICE OF THE PRESIDENT

Email: zbnorman1@gmail.com

Cell#: +231-772-878-066

ZBN/P/BCC/003/26

February 3, 2026

Hon. Bodger Scott Johnson
Executive Director
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Ref: Submission of FY 2026 Procurement Plan

Dear Hon. Johnson:

We present our compliments and wish to submit the procurement plan and procurement committee members of the Bomi Community College for Fiscal Year 2026.

We would appreciate your kind approval at the earliest possibility. Please see attached information on our annual report for FY 2025 and procurement members.

Thank you for your support and cooperation.

Sincerely,

Dr. Zobong B. Norman
President



Date:	John Senuo
Time:	02/05/2026
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Received:	TIME 1:01pm



Bomi Community College



**Tubmanburg, Bomi County
Procurement Plan (Non-SBA)
Source of Funding: GOL
Budget Period: Fiscal Year 2026**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	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	
PLANNED	1	IFB.NO.BCC/RB/001/2026	Stationery & Supplies	G-4761	Assorted	38,435.00	RB	Jan/12/2026	Jan/16/2026	Jan/23/2026	Jan/30/2026	Mar/2/2026	Mar/9/2026	Mar/12/2026	Mar/26/2026	N/A	Nov/9/2026	Dec/22/2026	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB.NO.BCC/RB/002/2026	Educational Materials & Supplies	G-4761	Assorted	45,000.00	RB	Jan/12/2026	Jan/16/2026	Jan/23/2026	Jan/30/2026	March/2/2026	Mar/9/2026	Mar/12/2026	Mar/26/2026	N/A	Nov/7/2026	Dec/22/2026	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB.NO.BCC/RB/003/2026	Petroleum product diesel & Gas	G-4661	Assorted	55,000.00	RB	Jan/2/2026	Jan/6/2026	Jan/10/2026	Jan/20/2026	Feb/19/2026	Feb/25/2026	Feb/26/2026	Mar/5/2026	N/A	Nov/9/2026	Dec/23/2026	
UPDATE																			
ACTUAL																			
SUB TOTAL						US\$ 138,435.00													

Prepared by:
Daniel Gayflor, Jr.
Procurement Director

02/12/26

Approved by:
Dr. Zobong B. Norman
President/Chairman Procurement Committee

Date:
2/12/26

Tubmanburg, Bomi County

**Procurement Plan (SBA Budget)
Source of Funding: GOL
Budget Period: Fiscal Year 2026**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES											
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	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		
PLANNED	1	IFB.NO.BCC/SBA/RB/001/2026	Construction of school	F-4100	Firm	35,000.00	RB	Jan/20/2026	Jan/24/2026	Jan/29/2026	Feb/5/2026	Mar/4/2026	Mar/12/2026	Mar/18/2026	April/1/2026	N/A	Sept/17/2026	Nov/4/2026	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB.NO.BCC/SBA/RFQ/001/2026	Cleaning Materials	G-4773	1firm	10,000.00	RFQ	Jan/21/2026	Jan/24/2026	Jan/29/2026	Feb/5/2026	Feb/12/2026	Feb/19/2026	Feb/26/2026	March/1/2026	N/A	Oct/13/2026	Dec/15/2026	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB.NO.BCC/SBA/RFQ/002/2026	Laboratory Chemical	G-4669	Assorted	7000.00	RFQ	Jan/20/2026	Jan/23/2026	Jan/28/2026	Feb/4/2026	Feb/12/2026	Feb/18/2026	Feb/25/2026	March/1/2026	N/A	Nov/17/2026	Dec/8/2026	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB.NO.BCC/SBA/RFQ/003/2026	Event catering	I5621	Firm	7,912.00	RFQ	Jan/21/2026	Jan/24/2026	Jan/29/2026	Feb/5/2026	Feb/12/2026	Feb/19/2026	Feb/26/2026	Mar/12/2026	N/A	Oct/13/2026	Dec/15/2026	
UPDATE																			
ACTUAL																			
GRAND TOTAL						US\$ 59,912.00													

Prepared by: _____

Daniel Gayflor, Jr.
Procurement Director

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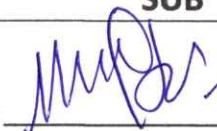
Approved: _____

Dr. Zobang B. Norman
President/Chairman procurement Committee



**Procurement Plan (Non-SBA)
Source of Funding: GOL
Budget Period: Fiscal Year 2026**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES										
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	ESTIMATE D 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	
PLANNED	3	IFB.NO.BCC/RFQ/001/2026	Internet connectivity	I6120	Firm	10,000.00	RFQ	Jan/20/2026	Jan/23/2026	Jan/27/2026	Jan/30/2026	Feb/6/2026	Feb/13/2026	Feb/20/2026	Mar/6/2026	N/A	Sept/17/2026	Nov/4/2026
UPDATE																		
ACTUAL																		
PLANNED	4	IFB.NO.BCC/RFQ/002/2026	Repair and Maintenance Vehicle	G-4520	1firm	9,000	RFQ	Jan/20/2026	Jan/23/2026	Jan/27/2026	Jan/30/2026	Feb/6/2026	Feb/13/2026	Feb/20/2026	March/6/2026	N/A	Sept/13/2026	Nov/4/2026
UPDATE																		
ACTUAL																		
PLANNED	5	IFB.NO.BCC/RFQ/003/2026	Building Materials	G-4663	Assorted	10,000	RFQ	Jan/21/2026	Jan/24/2026	Jan/29/2026	Feb/4/2026	Feb/12/2026	Feb/18/2026	Feb/25/2026	Mar/12/2026	N/A	Nov/17/2026	Dec/8/2026
UPDATE																		
ACTUAL																		
PLANNED	6	IFB.NO.BCC/RFQ/004/2026	Scratch cards	I-6190	Assorted	10,000	RFQ	Jan/21/2026	Jan/24/2026	Jan/29/2026	Feb/4/2026	Feb/12/2026	Feb/18/2026	Feb/25/2026	Mar/12/2026		Nov/10/2026	Dec/3/2026
UPDATE																		
ACTUAL																		
SUB TOTAL						US\$ 39,000.00												

Prepared by: 
Daniel Gayflor, Jr.
 Procurement Director


 02/12/26

Approved by: 
Dr. Zobong B. Norman
 President/Chairman Procurement Committee



Date: 2/4/26


Procurement Plan Explanatory Notes Fiscal Year 2026 (Non-SBA)

Items No	Contract package Code	Contract Package	Content of Contract Package
1	IFB. NO. BCC/RB/001/2026	Stationery	<p>This contract package is intended to procure the following stationary materials and cartridges for the period of one year, starting from the day the of purchase.</p> <p>Note: source of funding will come from Goods & Services</p> <ul style="list-style-type: none"> A. A4 Sheets--300ctns B. Legal sheets--40ctns C. Note Pad— 20ctns D. Ball Pens--50pks E. 85A Cartridge—60sets F. A4 manila Folders-50Boxes G. HP65 Cartridge--30sets H. Canon G3411 PIXMA Original Ink--32Sets I. HP63 Cartridge--20Sets J. Flip Charts--20realm K. Legers--36doz L. Box File--33boxes M. Hanging Files--15Boxes N. Rolls of Scotch Tapes--8Rolls O. Canon 737 cartridge--20pcs P. Highlighters--1Box Q. Stamp Pad--12Pieces R. Normal Envelopes--2Boxes S. Brown Envelopes A4-10Boxes T. White Board--15pcs U. White board small size--12pcs V. Duster--15doz W. Roll Book--5ctns X. Plan Books--3ctns



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			<p>Y. White board marker--40boxes Z. Correction fluid--5doz AA. Paper glue--5doz BB. Epson Ribbon 350Q-10pcs CC. Calculator-10pcs DD. Permanent marker--1box EE. Canon G3411 Printer--3pcs GG. Pen drive--5pcs HH. Extended hard drive--10pcs</p> <p>Totaling US\$ 38,435.00</p>
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Tubmanburg, Bomi County
Procurement Plan Explanatory Notes Fiscal Year 2026 (Non SBA)

2	IFB. No. BCC/RB/002/2026	Educational Materials & Supplies	<p>This contract package will be used to procure the following materials and equipment for the establishment of smart classrooms, computer lab and useful materials for educational purposes. Items to procure include the following:</p> <p>Note: Funding was made by Goods and Services (\$45,000.00)</p> <p>Desktop computer i5 core processor Mice (Wireless) Windows 11 Pro Software (License) Anti-virus Microsoft Office 365 (License) External Backup drive 1 Terabyte</p> <p>Hardware Toolkit Laptop (14 Inch-screen, 32 GB RAM, 12 Hours battery life and weighs 2.47 lbs. 12 generation</p> <p>Printer (3 in one) series HR Software (automated) Cabinet (4 drawers) Office Desk Visitor Chairs Metal Cupboard Executive Chair Paper Pin (Pin Removal) Perforator Heavy duty Skitch Tape Large Ruler Projector Paper Shredder Fargo DTC 1500 Ribbon</p>
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			<p>Wooden Conference Table 14 to 16 Users Conference Chairs Air Conditioners 9000, 18000, 24000 BTU Dispenser Photo copier (2 in one) Laminating Machine Smart TV 43 Inches White Board Mini Epson Printer (Ribbon)</p>
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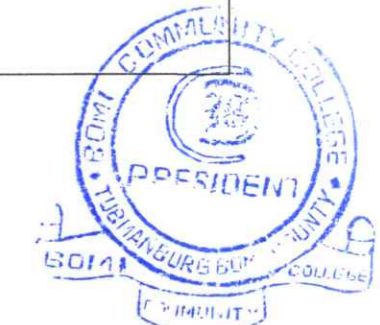
Procurement Plan Explanatory Notes Fiscal Year 2026(Non SBA)

3	IFB. NO. BCC/RB/003/2026	Petroleum Products	<p>This contract package is funded by Goods and Services (US\$ 55,000.00) to procure petroleum products for two sets of 50kva generators, including five vehicles for the smooth operations of the college.</p>
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Procurement Plan Explanatory Notes Fiscal Year 2026 (Non-SBA)

4	IFB. NO. BCC/RFQ/001/2026	Internet Connectivity	<p>The package will be used to hire an internet firm that will install a campus-based internet facility for the main campus of the college. Note: the contract package will come from the budget line Telecommunication, Internet, Postage and Courier</p> <p>This amount was taken from Tuition Free policy. (US\$10,000.00)</p>
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Procurement Plan Explanatory Notes Fiscal Year 2026 (Non-SBA)

5	IFB. NO. BCC/RFQ/002/2026	<p>Repair and Maintenance Vehicle</p> <p align="center">  </p>	<p>The contract package will be used to hire a firm to procure spar parts for the repair of five (5) vehicles for the college. This will help ease the transportation means for students' clinical and feed trips. Spare parts to be procured include:</p> <ol style="list-style-type: none"> 1. shock absorber 2. oil filters 3. fuel filters 4. air filters 5. stabilizers brakes 7. fuel pump <p>fan belt, etc. This includes labor cost for vehicle repairs.</p> <p align="center">  </p>
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			Note: Source of funding was taken from Goods and Services (US\$9,000.00)
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Procurement Plan Explanatory Notes Fiscal Year 2026(Non-SBA)

6	IFB. NO. BCC/RFQ/003/2026	Building Materials	<p>This contract package will come from the budget line Repair and Maintenance Civil which is intended to procure assorted materials for the rehabilitation of students and staff bathrooms, running water lines, classrooms and rehabilitation works. Note: source of funding was taken from Goods and Services (\$10,000)</p> <p>Items to procure include:</p> <ol style="list-style-type: none"> 1. Aluminum zinc--8bls 2. Double pol switches--3pcs 3. Cylinder and lock--4doz 4. Electrical tapes--16rolls 5. Assorted wires--21rolls 6. Plastering cement--100bags 7. White cement--15bags 7. Floor tile12x12-60ctns
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			8. Sliding window glass--19pcs 9. Metal window bars--8sets 10. Assorted paints--22bkts 11. Panel door and locks--14sets 12. Plywood--98pcs 13. Ceiling tile--100pc 14. Assorted wire nails--100ctns 15. Facial board--25pcs 16. PVC pipes assorted 17. Light bulbs 5wts--50pcs 18. Complete commode sets 16sets 19. Ceiling fan--2doz 20. Light bulbs—65 wts 3doz 21. Installation of panel doors 16 sets 22. Door locks 16 sets
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Procurement Plan Explanatory Notes Fiscal Year 2026 (Non-SBA)

7	IFB. NO. BCC/RFQ/004/2026	Scratch cards  	This contract package will be used to procure scratch cards for efficient communication, process students digital records, etc. It was taken from the budget line Telecommunications, Postage, and Courier. Breakdown of cards 1. Lonestar cards 4000.00 2. Orange cards 6000.00
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			Note: source of funding was taken from the Tuition Free Policy (US\$10,000.00)
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Procurement Plan Explanatory Notes Fiscal Year 2026 (Non-SBA)

8	IFB. NO. BCC/RFQ/005/2026	Repair and Maintenance Generator	This contract package is funded by Tuition Free Policy (\$3,565.00) . The package is intended to procure spare parts and service charge for two (2) 50kva generators and 6.5kva generator for the daily operations of the college.
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Procurement Plan Explanatory Notes Fiscal Year 2026 (SBA)

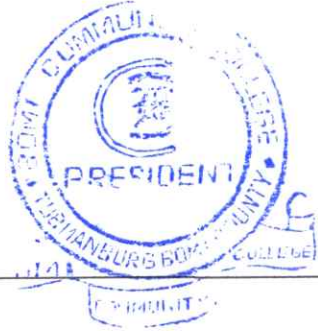
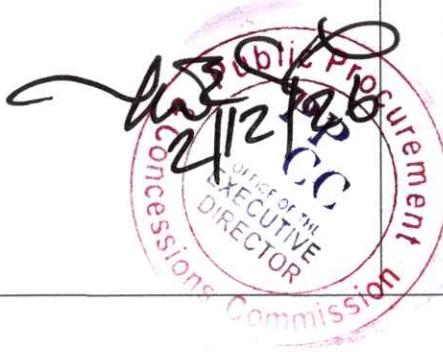
1	IFB. NO. BCC/SBA/RB/001/2026	Construction of School	The contract package is for the continuation of additional classrooms construction on the main campus of the college. The construction of the additional classrooms will enhance and create students learning as we gear to transition to a full fledge degree granting institution. The amount was taken from the budget line Non-Residential Building and funded from Tuition Free Policy. (US\$ 35,000.00).
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Procurement Plan Explanatory Notes Fiscal Year 2026(SBA)

<p>2</p> 	<p>IFB. NO. BCC/SBA/RFQ/001/2026</p> <p><i>[Handwritten signature]</i></p>	<p>Cleaning Materials</p>  <p><i>[Handwritten signature]</i> 21/12/26</p>	<p>This contract package will be used to procure assorted cleaning materials for janitorial purposes. Items include.</p> <ol style="list-style-type: none"> 1. Large size buckets--20pcs 2. Medium size buckets--20pcs 3. Small size buckets--30pcs 4. Hand washing soap--20dozs 5. Hand sanitizer--10doz 6. Chlorine 45grm--5bkts 7. Detergent--10ctns 8. Hand gloves--12doz 9. Office broom--5doz
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			<ul style="list-style-type: none"> 10. Commode brush--2doz 11. Medium size tower--5doz 12. Nose mask--20pks 13. Mop-3doz 14. Dettol 1liter—15pcs 15. Alcohol—500ml 20pcs 16. Napkin--4doz 17. Chloral 1 liter-10doz 18. Large size tower--3doz 19. Air freshener--3doz 20. Toilet paper--50doz <p>Note: source of funding was taken from Tuition Free Policy (\$10,000.00)</p>
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Procurement Plan Explanatory Notes Fiscal Year 2026 (SBA)

<p>3</p> 	<p>IFB. NO. BCC/SBA/RFQ/002/2026</p> <p><i>[Handwritten Signature]</i></p>	<p>Laboratory Chemicals</p> <p><i>[Handwritten Signature]</i></p> <p><i>[Handwritten: 02/12/26]</i></p>	<p>This contract package is intended to procure laboratory consumables for students' practicum. The consumables include.</p> <ul style="list-style-type: none"> 1. Pipette tips 2. Test tubes 3. Beakers 4. Disposable gloves 5. Petri dishes 6. Cover slips 7. Syringes 8. Filter paper 9. Weighing papers 10. Glass vials 11. Pasteur pipettes 
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			<p>12. Parafilm 13. Wash bottles 14. Ltmus paper 15. Aluminum foil 16. Applicator sticks</p> <p>The package was taken from the budget line Laboratory Consumables and was funded from Tuition Free Policy. (US\$ 7000.00)</p>
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Procurement Plan Explanatory Notes Fiscal Year 2026 (SBA)

4	IFB. NO. BCC/SBA/RFQ/003/2026	Event Catering	<p>This contract package is funded by Tuition Free Policy (US\$ 7,912.00) and was taken from the budget line, workshop, conferences, and symposium. This will be used for catering events for the period of one year at the college. The events will include catering for teachers' workshop, faculty research, etc.</p>
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Procurement Plan Explanatory Notes Fiscal Year 2026 (SBA)

5		Residential Property and Lease	<p>This contract package will be used to lease three residential buildings to be used by the college President, Vice President for Administration and Vice President for Academic Affairs. Including Directors and Deans for the period of one year.</p> <p>The three buildings are already in force.</p> <p>Note: source of funding was taken from Tuition Free Policy (US\$ 10,000.00)</p>
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