



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/0094/26'**

February 4, 2026

Hon. J. Lavelah Massaquoi
SUPERINTENDENT
 Lofa County Administration (MIA)
 Voijsama, Lofa County
 Republic of Liberia

Dear Hon. Massaquoi:

Subj: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR THE FISCAL YEAR 2026**

We present our compliments and wish to acknowledge receipt of your letter, which sought the approval of the Commission for the Lofa County Administration (MIA) Draft Procurement Plans for FY 2026, in accordance with **Section 40(3)** of the PPC Act. The Commission, however, wishes to inform you that your plan has been Provisionally Approved pending the passage of the national budget.

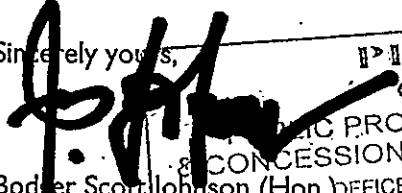
Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan, culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the President approves the budget and you ascertain the availability of funding. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement.

Upon passage of the FY 2026 National Budget, you are required to submit a revised/updated procurement plan, a detailed budget for LCA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2026, and the staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year 2025, as stated. The said submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2026.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily compliant with the PPCA, 2026, as we jointly aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

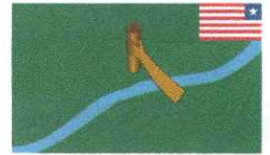
Sincerely yours,


 Bodger Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER
 OFFICE OF THE
 PUBLIC PROCUREMENT
 & CONCESSIONS COMMISSION



REPUBLIC OF LIBERIA
MINISTRY OF INTERNAL AFFAIRS

Executive Mansion Grounds
 Capitol Hill, P.O.Box 9008 – 1000 Monrovia, 10 Liberia



Office of the County Superintendent-LOFA

January 12, 2026

Hon. Bodger Scott Johnson
 Executive Director
 Public Procurement & Concession Commission (PPCC)
 Capitol Hill, Monrovia

Dear Hon. Johnson

Kindly accept my sincere compliments and best wishes.

This communication is being written to submit to your honorable office. The name of the Lofa County Procurement Committee Members and to also submit the procurement plan for Fiscal Year 2025 for your perusal and approval.

Names of Procurement Committee Members

No.	Name	Position
1.	Hon. J. Lavelah Massaquoi	Superintendent / Chairman
2.	Hon. Francis Egu Lasana	Co-Chairman
3.	Makemeh Tawulleh	Financial Officer/ Member
4.	Mr. James Z. Tarue	Administrative Officer / Member
5.	Methuselah M. Gbigbi	County Service Coordinator / Member
6.	Mulbah D. Douku	Procurement Office / Secretary

Procurement Unit Member

No.	Name	Position
1.	A. Mulbah D. Douku	Procurement Officer

Please see attached copy of the Procurement plan for your approval while we anticipate your usual cooperation, we remain highly commented to the promotion of the **“ARREST Agenda”**

Kindest regards.

Hon. J. Lavelah Massaquoi
Superintendent / Chairman



Josephine G. Gelescia
Jan. 15, 2026
11:40 AM

Lofa County Administration/Ministry of Internal Affairs
 Special Project Procurement Plan (NON-SBA)
 Source Of Funding: Government of Liberia
 Fiscal Year: 2026

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	Business Activities Code	QTY	Estimated Cost USD	Procurement Method	Technical Specs/BOQ/Drawing	Prep. Of Bid Document	PC Approval Bid Document/Tech Spec	Bid Invitation And Release	Bid Submission/Public Opening	Submission Of Bid Evaluation	PC Approval Bid Evaluation	Contract Award And Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substant)	Acceptance And Final Payment	Remarks	
1	IFB NO. LCA/RFQ/001/2025	Petroleum Product	G4661	232.56 gallons @usd4.3	1,000	RFQ	5/1/2026	12/1/2026	19/1/2026	26/01/2026	2/2/2026	9/2/2026	16/2/2025	26/02/2026	N/A	30/12/2026	30/12/2026		
2	IFB NO. LCA/RFQ/002/2025	Purchase of Generator	G4659	1pc	7,000	RFQ	5/1/2026	12/1/2026	19/1/2026	26/01/2026	2/2/2026	9/2/2026	16/2/2025	26/02/2026	N/A	30/12/2026	30/12/2026		
3	IFB NO. LCA/RFQ/003/2025	Purchase of Air Conditioners-12BTU	G4759	4pcs	2,000	RFQ	5/1/2026	12/1/2026	19/1/2026	26/01/2026	2/2/2026	9/2/2026	16/2/2025	26/02/2026	N/A	30/12/2026	30/12/2026		
4	IFB NO. LCA/RFQ/004/2025	Purchase of Ice Boxes	G4759	4pcs	2,000	RFQ	5/1/2026	12/1/2026	19/1/2026	26/01/2026	2/2/2026	9/2/2026	16/2/2025	26/02/2026	N/A	30/12/2026	30/12/2026		
5	IFB NO. LCA/RFQ/005/2025	Purchase of Maintenance Tools	G4663	Assorted	1,500	RFQ	5/1/2026	12/1/2026	19/1/2026	26/01/2026	2/2/2026	9/2/2026	16/2/2025	26/02/2026	N/A	30/12/2026	30/12/2026		
6	IFB NO. LCA/RB/001/2025	Purchase of Sport Materials	G4771	Assorted	20,000	RB	7/1/2026	14/1/2026	21/1/2026	28/1/2026	25/2/2025	4/3/2025	11/3/2026	25/3/2026	N/A	30/12/2026	30/12/2026		
7	IFB NO. LCA/RB/002/2025	Repair and Maintenance Civil	F4100	Firm	60,000	RB	7/1/2026	14/1/2026	21/1/2026	28/1/2026	25/2/2025	4/3/2025	11/3/2026	25/3/2026	N/A	30/12/2026	30/12/2026		
8	IFB NO. LCA/RFQ/006/2025	Purchase of Transmitter and Feeder Cable for Radio Kitoma	G4741	Firm	3,000	RFQ	5/1/2026	12/1/2026	19/1/2026	26/01/2026	2/2/2026	9/2/2026	16/2/2025	26/02/2026	N/A	30/12/2026	30/12/2026		
SUB TOTAL					96,500														
GRAND TOTAL					96,500														

Prepared By: M. Duoku
 M. Duoku
 Procurement Officer

Date: Jan 12, 2026

Approved By: [Signature]
 Hon. J. Lavelah Massaquoi/Chairman Procurement Committee



[Signature]
 02/03/26

MINISTRY OF INTERNAL AFFAIRS/LOFA COUNTY ADMINISTRATION

Procurement Plan Explanation Notes

Fiscal Year 2026

NO,	Contract Package Code	Contract Package	Contract of the Contract Package
1.	IFB NO. LCA/RFQ/001/2025	Petroleum Product	Purchase of petroleum product for Vehicle-----USD\$1,000.00 This budget line will be used for the free movement of the County Administration, it's from the budget line fuel and lubricant vehicle
2	IFB NO. LCA/RFQ/002/2025	Purchase Generator	Purchase of solar/ Generator -----USD\$7,000.00 This budget line will provide electricity for the official residents of the County Development Officer and the Superintendent.
3.	IFB NO. LCA/RFQ/003/2025	Purchase of Air Conditioners-12BTU	Purchase of Air Conditioners -----USD\$2,000.00 The four (4) pieces of Air Conditioners will be used within the various offices of the County Administration, it's from the budget line administrative building.
4.	IFB NO. LCA/RFQ/004/2025	Purchase of Ice Boxes	Purchase of four (4) pieces Freezer-----USD\$2,000.00 The four (4) pieces of Freezer will be used in various offices of the County Administration, it's from the budget line administrative building.
5.	IFB NO. LCA/RFQ/005/2025	Purchase of Maintenance Tools	Purchase of maintenance Tools -----USD\$1,500.00 Sanitary materials, Cutlasses, rakes, Shovels, wheelbarrow, Sharping Stones, these materials will be used for Cleaning the Administrative building and the Compound. It's from the budget line administrative building maintenance.
6	IFB NO. LCA/RB/001/2025	Purchase of Sport Materials	This contract package is drawn from the budget line Lofa County Sport Association, it is intended to procure materials and equipment for the Team's preparations including compensations.
7.	IFB NO. LCA/RB/001/2025	Repair and Maintenance Civil	This contract package is drawn from the budget line County projects. It is intended to carry out renovations and rehabilitation projects in the County.
8.	IFB NO. LCA/RFQ/006/2025	Purchase of Transmitter and Feeder Cable for Radio Kitoma	Purchase of Transmitter and Feeder Cable----- \$3,000.00 This contract package is intended to purchase a brand new transmitter and Feeder Cable for Radio Kitoma to enhance wider coverage for information dissemination to the citizens of Lofa County
9.			The amount of USD\$55,000 ^{USD\$5,000} from the budget line Lofa Sport Association is intended to cover administrative cost of the Team Players.

Prepared By: _____

Mulbah D. Duoku
Procurement Officer

Jan. 12, 2025

[Signature]
02/05/26



Approved By: _____

Hon. J. Lavelah Massaquoi
Chairman Procurement Committee

