



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/0087/26'**

February 2, 2026

Cllr. Bornor M. Varmah  
**CHAIRPERSON**  
 Law Reform Commission  
 Old CID Road, Mamba Point  
 Monrovia, Liberia

Dear Cllr. Varmah:

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

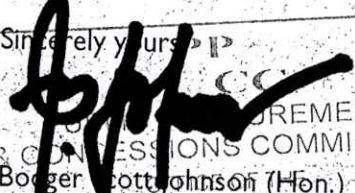
We present our compliments and wish to acknowledge receipt of your letter, which sought the approval of the Commission for the Law Reform Commission Draft Procurement Plans for FY 2026, in accordance with **Section 40(3)** of the PPC Act. The Commission, however, wishes to inform you that your plan has 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 LRC'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  
  
 RODGERS SCOTT JOHNSON (Hon.)  
**CHIEF EXECUTIVE OFFICER**

*Handwritten:*  
 Wade S. Johnson  
 6770-073000  
 Feb 6, 2026



REPUBLIC OF LIBERIA  
**LAW REFORM COMMISSION**

North Gibson Street / Old CID Road, Mamba Point  
Monrovia, Liberia

Tel.: +231-886455720 / 775059940 / 775139384



Office of the Chairperson

Email: [bmvarmah71@gmail.com](mailto:bmvarmah71@gmail.com)

Ref: LRC/OFO/BMV/004/26

January 19, 2026

Bodger Socctt Johnson (Hon.)  
**CHIEF EXECUTIVE OFFICER**  
Public Procurement & Concession Commission (PPCC)  
Capitol Hill  
Monrovia, Liberia

Dear Honorable Johnson,

I present my compliments and herewith submit the draft Procurement Plan and Cash Plan of the Law Reform Commission for the fiscal year 2026.

The Law Reform Commission hopes that the plan meets the spending criteria of the PPCC.

Please remain assured of our resolve to continuously abide by the laws and policies of the Government and of our cooperation with the PPCC.

Kind regards.

Sincerely,

Cllr. Bornor M. Varmah  
**CHAIRPERSON, LRC**

*Johnson Socctt*  
*01/23/2026*  
*TIME 10:38AM*

**LAW REFORM COMMISSION  
PROCUREMENT PLAN (SBA Budget)  
Source of Funding: GOL National Budget  
Fiscal year: 2026 (January – December)**

|   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |
|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|

**IMPLEMENTATION DATES**

| ITEM NO. | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE           | BUS. REGISTRATION CODE                 | 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 | REMARKS    |  |  |  |
|----------|-----------------------|----------------------------|--|-------|----------------------|--------------------|--------------------------------|-----------------------|---------------------------------|-------------------------------------|--------------------------------|-------------------------------------|------------------------------------|--------------------------|--------------------------------|---|----------------------------|------------|--|--|--|
| PLANNED  | 1.                    | IFB NO.LRC/SBA/RB/001/2026 | Security Guard Services                | N8010 | 1 Firm               | 10,800.00          | RB                             | 01/12/2026            | 01/23/2026                      | 02/06/2026                          | 02/13/2026                     | 02/27/2026                          | 03/13/2026                         | 03/19/2026               | 03/31/2026                     | N/A   | 12/15/2026                 | 12/30/2026 |  |  |  |
| UPDATE   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| ACTUAL   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| PLANNED  | 2                     | IFB NO.LRC/SBA/RB/002/2026 | Petroleum Products (Diesel & gasoline) | G4661 | 1 Firm               | 31,000.00          | RB                             | 01/14/2026            | 01/27/2026                      | 02/10/2026                          | 02/20/2026                     | 03/06/2026                          | 03/20/2026                         | 04/03/2026               | 04/17/2026                     | N/A   | 12/15/2026                 | 12/30/2026 |  |  |  |
| UPDATE   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| ACTUAL   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| PLANNED  | 3.                    | IFBNO.LRC/SBA/RFQ/001/2026 | Printing & Binding Services            | C1812 | 1 Firm               | 5,000.00           | RFQ                            | 01/05/2026            | 01/12/2026                      | 01/19/2026                          | 01/23/2026                     | 01/30/2026                          | 02/06/2026                         | 02/13/2026               | 02/20/2026                     | N/A   | 12/15/2026                 | 12/30/2026 |  |  |  |
| UPDATE   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| ACTUAL   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| PLANNED  | 4.                    | IFBNO.LRC/SBA/RFQ/002/2026 | Publication of/IFB/REOI/IPQ            | M7310 | 1 Firm               | 3,000.00           | RFQ                            | 01/07/2026            | 01/14/2026                      | 01/21/2026                          | 01/28/2026                     | 02/05/2026                          | 02/12/2026                         | 02/19/2026               | 02/26/2026                     | N/A   | 12/15/2026                 | 12/30/2026 |  |  |  |
| UPDATE   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
| ACTUAL   |                       |                            |  |       |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |
|          |                       | <b>GRAND TOTAL</b>         |  |       |                      | <b>49,800.00</b>   |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |   |                            |            |  |  |  |

Signed: *Rachel G. Saywan*  
Rachel G. Saywan  
Supervisor/ Procurement Unit

*Bill M. Varmah*  
02/20/26

Approved by: *Bill M. Varmah*  
Cllr. Bomor M. Varmah  
Head of Entity/ Chairman Proc. Committee

Date: Jan 20, 2026



**LAW REFORM COMMISSION**  
**PROCUREMENT PLAN (SBA Budget)**  
**Source of Funding: GOL National Budget**  
 Fiscal year: 2026 (January – December)

| No. | Contract Package Code        | Contract Package                       | Content of Contract Package  |
|-----|------------------------------|--|--|
| 1.  | IFB NO. LRC/SBA/RB/001/2026  | Security Guard Services                | This Budget \$10,800.00 comes from Guard and Security Services it is planned to hire a private Liberian Security firm required to assign two guards each, on three shifts.   |
| 2.  | IFB NO. LRC/SBA/RB/002/2026  | Petroleum Products (Diesel & Gasoline) | This Budget \$31,000.00 will be used to acquire fuel only in coupons (Diesel, Oil, etc) at an estimated unit cost of US\$4.00 ( $\$31,000.00/4.00 = 7,750$ gallons, it will be applied to the purchase of Fuel and Lubricants for Vehicles and Generator (3,000.00). |
| 3.  | IFB NO. LRC/SBA/RFQ/001/2026 | Printing and Binding, Services         | This Contract package comes from the budget line Printing Binding and Publications serves will be applied to printing and Codification of Laws/ Legations etc.   |
| 4.  | IFB NO. LRC/SBA/RFQ/002/2026 | Publication/ of IFB/REO/IPQ            | This Contract package comes from the budget line Adverting and Publications services will be applied to publications services as the need arises.  |
| 5.  |                              | Electricity                            | This Budget \$9,000.00 comes from electricity it is planned to pay electricity bills to the Liberia Electricity Corporation (LEC) only.  |
| 6.  |                              | Water and Sewage                       | This Budget \$3,300.00 comes from Water and Sewage it is planned to pay Sewage bills to the Liberia Water and Sewage Corporation (LWSC) only.  |
| 7.  |                              | Office Building Lease                  | This Budget \$45,000 comes from Offices Building Rental and Lease it will be applied to annual payment toward the lease of office building located Sekou Toure Avenue, Mamba Point, Monrovia, Liberia.   |



Signed: *Rachel G. Saywah*  
 Rachel G. Saywah  
 Supervisor/ Procurement Unit

*#Bill*  
*02/02/26*

Approved by: *Bornor M. Varmah*  
 Cllr. Bornor M. Varmah  
 Head of Entity/ Chairman Proc. Committee

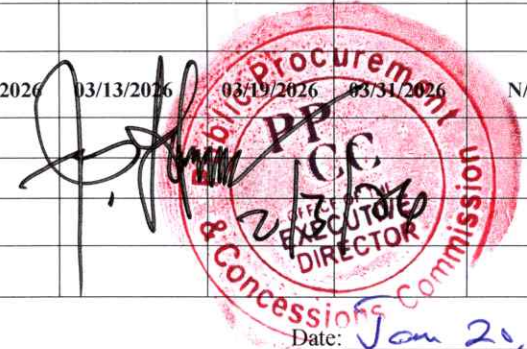
Date: Jan 20, 2026

**LAW REFORM COMMISSION  
PROCUREMENT PLAN (Non- SBA Budget)  
Source of Funding: GOL National Budget  
Fiscal year: 2026 (January - December)**

|   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |
|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|

**IMPLEMENTATION DATES**

|         | ITEM NO. | PACKAGE NUMBER (CODE)    | CONTRACT PACKAGE     | BUS. REGISTRATION CODE | 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 | RE MARKS |  |  |
|---------|----------|--------------------------|----------------------|------------------------|----------|----------------------|--------------------|--------------------------------|-----------------------|---------------------------------|-------------------------------------|--------------------------------|-------------------------------------|------------------------------------|--------------------------|--------------------------------|--|----------------------------|----------|--|--|
| PLANNED | 1.       | IFBNO.LRC/RFQ/001/2026   | Stationery           | G4761                  | Assorted | 9,504.00             | RFQ                | 01/05/2026                     | 01/12/2026            | 01/19/2026                      | 01/23/2026                          | 01/30/2026                     | 02/06/2026                          | 02/13/2026                         | 02/20/2026               | N/A                            | 12/15/2026                                     | 12/30/2026                 |          |  |  |
| UPDATE  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| ACTUAL  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| PLANNED | 2.       | IFB NO. LRC/RFQ/002/2026 | Vehicles Spars Parts | G4530                  | Assorted | 8,000.00             | RFQ                | 01/07/2026                     | 01/14/2026            | 01/21/2026                      | 01/28/2026                          | 02/05/2026                     | 02/12/2026                          | 02/19/2026                         | 02/26/2026               | N/A                            | 12/15/2026                                     | 12/30/2026                 |          |  |  |
| UPDATE  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| ACTUAL  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| PLANNED | 3.       | IFB NO. LRC/RB/001/2026  | Hall Rental          | L6810                  | 1 Firm   | 26,000.00            | RB                 | 01/12/2026                     | 01/23/2026            | 02/06/2026                      | 02/13/2026                          | 02/27/2026                     | 03/13/2026                          | 03/19/2026                         | 03/31/2026               | N/A                            | 12/15/2026                                     | 12/30/2026                 |          |  |  |
| UPDATE  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| ACTUAL  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| PLANNED | 4.       | IFB NO. LRC/RB/002/2026  | Event Catering       | I5621                  | 1 Firm   | 30,000.00            | RB                 | 01/12/2026                     | 01/23/2026            | 02/06/2026                      | 02/13/2026                          | 02/27/2026                     | 03/13/2026                          | 03/19/2026                         | 03/31/2026               | N/A                            | 12/15/2026                                     | 12/30/2026                 |          |  |  |
| UPDATE  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
| ACTUAL  |          |                          |                      |                        |          |                      |                    |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |
|         |          | SUB TOTAL                |                      |                        |          |                      | 73,504.00          |                                |                       |                                 |                                     |                                |                                     |                                    |                          |                                |  |                            |          |  |  |



Signed: *Rachel G. Saywah*  
Rachel G. Saywah  
Supervisor/Procurement Unit

*Hollis*  
02/02/26

Approved by: *Bornor M. Varmah*  
Cllr. Bornor M. Varmah  
Head of Entity/ Chairman Proc. Committee

Date: Jan 20, 2026

**LAW REFORM COMMISSION**  
**PROCUREMENT PLAN (Non- SBA Budget)**  
**Source of Funding: GOL National Budget**  
**Fiscal year: 2026 (January - December)**

| 1                    | 2        | 3                       | 4                     | 5                      | 6        | 7                    | 8                  | 9                              | 10                    | 11                              | 12                                  | 13                              | 14                                  | 15                                 | 16                       | 17                             | 18  | 19                         | 20      |  |
|----------------------|----------|-------------------------|-----------------------|------------------------|----------|----------------------|--------------------|--------------------------------|-----------------------|---------------------------------|-------------------------------------|---------------------------------|-------------------------------------|------------------------------------|--------------------------|--------------------------------|---|----------------------------|---------|--|
| IMPLEMENTATION DATES |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
|                      | ITEM NO. | PACKAGE NUMBER (CODE)   | CONTRACT PACKAGE      | BUS. REGISTRATION CODE | 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 | REMARKS |  |
| PLANNED              | 5.       | IFBNO.LRC/RFQ/003/2026  | Internet connectivity | J6120                  | Assorted | 7,728.00             | RFQ                | 01/05/2026                     | 01/12/2026            | 01/19/2026                      | 01/23/2026                          | 01/30/2026                      | 02/06/2026                          | 02/13/2026                         | 02/20/2026               | N/A                            | 12/15/2026                                    | 12/30/2026                 |         |  |
| UPDATE               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| ACTUAL               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| PLANNED              | 6.       | IFBNO.LRC/RFQ/004/2026  | Scratch cards         | J6190                  | Assorted | 9,272.00             | RFQ                | 01/07/2026                     | 01/14/2026            | 01/21/2026                      | 01/28/2026                          | 02/05/2026                      | 02/12/2026                          | 02/19/2026                         | 02/26/2026               | N/A                            | 12/15/2026                                    | 12/30/2026                 |         |  |
| UPDATE               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| ACTUAL               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| PLANNED              | 7.       | IFB NO.LRC/RB/003/2026  | Vehicles              | G4510                  | 2 units  | 90,000.00            | RB                 | 01/14/2026                     | 01/27/2026            | 02/10/2026                      | 02/20/2026                          | 03/06/2026                      | 03/20/2026                          | 04/03/2026                         | 04/17/2026               | N/A                            | 12/15/2026                                    | 12/30/2026                 |         |  |
| UPDATE               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| ACTUAL               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| PLANNED              | 8.       | IFB\NO.LRC/RFQ/005/2026 | Cleaning materials    | G4773                  | Assorted | 4,000.00             | RFQ                | 01/07/2026                     | 01/14/2026            | 01/21/2026                      | 01/28/2026                          | 2/05/2026                       | 02/12/2026                          | 02/19/2026                         | 02/26/2026               | N/A                            | 12/15/2026                                    | 12/30/2026                 |         |  |
| UPDATE               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
| ACTUAL               |          |                         |                       |                        |          |                      |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |
|                      |          | <b>GRAND TOTAL</b>      |                       |                        |          | <b>184,504.00</b>    |                    |                                |                       |                                 |                                     |                                 |                                     |                                    |                          |                                |   |                            |         |  |

Signed: *Rachel G. Saywah*  
 Rachel G. Saywah  
 Supervisor/Procurement Unit

*Bill*  
 02/02/26

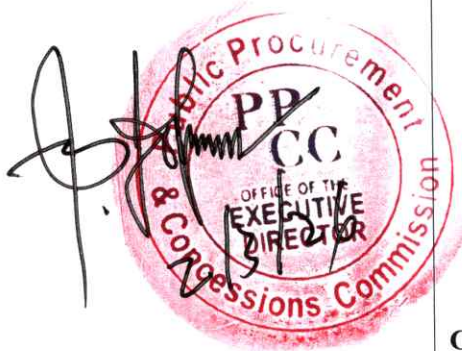
Approved by: *Bornor M. Varmah*  
 Cllr. Bornor M. Varmah  
 Head of Entity/ Chairman Proc. Committee



Date: 20, 2026

**LAW REFORM COMMISSION  
PROCUREMENT PLAN (Non-SBA Budget)  
Source of Funding: GOL National Budget  
Fiscal year: 2026 (January – December)**

| NO. | Contract Package Code   | Contract Package | Content of Contract Package  |
|-----|-------------------------|------------------|--|
| 1.  | IFB NO.LRC/RFQ/001/2026 | Stationery       | <p>This budget comes from Stationery it is intended to procure the following stationery items:</p> <ol style="list-style-type: none"> <li>1. A4 Ream of sheet .....25 Boxes</li> <li>2. Legal sheet (8.5" x 14") .....12 Boxes</li> <li>3. Box file .....3 Boxes</li> <li>4. Executive Ball pens (12pcs in 1 pk) ..... 5packs</li> <li>5. Pen (assorted) .....10 packs</li> <li>6. Stamp pad.....5 pieces</li> <li>7. White board marker .....10 packs</li> <li>8. Flash drive .....12 pieces</li> <li>9. Kodak max battery (double A) .....3 Box</li> <li>10. Kodak max battery (Triple A) .....5 Box</li> <li>11. Ledger (legal).....5 pieces</li> <li>12. Stick -on - pad..... boxes</li> <li>13. Brown Envelops (A-4 size) ..... 10 packs</li> <li>14. Brown Envelops (A-3 size).....3packs</li> <li>15. Perforator .....5 pieces</li> <li>16. Stick Glue-.....6 packs</li> <li>17. Highlighter.....12packs</li> <li>18. File Fastener.....15packs</li> <li>19.Hanging Folder-----8packs</li> <li>20. Note pad----- 10 Dozes</li> <li>21.Paper clip (Small size)-----12 packs</li> </ol> <p><b>Cartridge:</b></p> <ol style="list-style-type: none"> <li>1. HP cartridge 107A ..... 10 pieces</li> <li>2. HP cartridge 106A..... 15 pieces</li> <li>3. HP26A back..... 8 pieces</li> <li>4. HP 30A .....10 pieces</li> <li>5. HP136 A cartridge .....5 pieces</li> </ol> |



Signed: *Rachel G. Saywah*  
 Rachel G. Saywah  
 Supervisor/ Procurement Unit


*[Signature]*  
 02/02/26

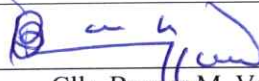
Approved by: *[Signature]*  
 Cllr. Bornor M. Varmah  
 Head of Entity/ Chairman Proc. Committee

Date: Jan 20, 2026

**LAW REFORM COMMISSION  
PROCUREMENT PLAN (Non-SBA Budget)  
Source of Funding: GOL National Budget  
Fiscal year: 2026 (January – December)**

| No. | Contract Package Code    | Contract Package      | Content of Contract Package  |
|-----|--------------------------|-----------------------|--|
| 2.  | IFB NO. LRC/RFQ/002/2026 | Vehicles spare parts  | This budget comes from Repair and Maintenance Vehicles will be applied to the purchase of spare parts for the Commission Vehicles only. (Tires, Filters, Batteries etc. and maintenance services). |
| 3.  | IFB NO. LRC/RFQ/003/2026 | Hall Rental           | This Contract package comes from the budget line Workshops Conferences, Seminars it is planned to rent Conference Hall as the need arises.   |
| 4.  | IFB NO. LRC/RFQ/004/2026 | Event catering        | This Contract package comes from the budget line Workshops Conferences, Seminars it is planned to hire Catering services as the need arises.   |
| 5.  | IFB NO. LRC/RFQ/005/2026 | Internet connectivity | This Contract package comes from the budget line Internet, Postage & Courier it will be applied to a Fiber Optic internet subscription for one year.   |
| 6.  | IFB NO. LRC/RFQ/006/2026 | Scratch cards         | This Contract package comes from the budget line Scratch cards will be applied to the purchase of Scratch cards for the Commission used.   |
| 7.  | FB NO. LRC/RB/001/2026   | Vehicles              | This Contract package comes from the budget line Transport Equipment-Vehicle it will be used to purchase Two (2) Vehicles for the Commission used.   |
| 8   | IFB NO. LRC/RFQ/007/2025 | Clearing materials    | This Contract package comes from the budget line Clearing Materials and Services it is planned purchase clearing materials as the need arises.   |

Signed:   
Rachel G. Saywah  
Supervisor/ Procurement Unit

Approved by:   
Cllr. Bornor M. Varmah  
Head of Entity/ Chairman Proc. Committee

Date: Jan 20, 2026

  
02/02/26