



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



Ref. **PPCC/RL/ACEO/007/26'**

February 17, 2026

Dr. Arthur Bob Karnuah
DIRECTOR GENERAL
 Central Agriculture Research Institute
 Suakoko, Bong County
 Republic of Liberia

Dear Dr. Karnuah:

Subj: **RECEIPT AND APPROVAL OF ANNUAL 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 Central Agriculture Research Institute Annual Procurement Plan. Following a thorough review, the Commission hereby approves the Central Agriculture Research Institute procurement plan for the fiscal year 2026 in accordance with **Section 40 (3)** of the PPCA, 2026. The Commission further informs the CARI 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, 2026**, 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, 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, 2026, as we jointly aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

Sincerely yours,



Mr. Timmie Ward
 ACTING DIRECTOR EXECUTIVE OFFICER

MacArthur G. Paul
[Signature]

Feb. 18, 2026

0770464860



CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)
SUAKOKO, BONG COUNTY
 P.O BOX 3929
REPUBLIC OF LIBERIA



Mr. Bodger Scott Johnson
 Executive Director
 Public Procurement & Concession Commission
 Executive Mansion Ground
 Capitol Hill, Monrovia

February 5, 2026

Dear Sir,

REQUEST FOR THE APPROVAL OF PROCUREMENT PLAN-CODE BUDGET (FY 2026)

The Central Agricultural Research Institute (CARI) extends its warmest greeting. As per the Public Procurement and Concession Acts of Liberia, we hereby submit our Procurement Plan for Code Budget for your approval.

Thanks for your usual support and guidance through Public Procurement processes in Liberia.

Yours sincerely,

A. Bob Karnuah

Dr. Arthur Bob Karnuah
 Director General
 CARI



John Senuo
0776591767
02/06/2026

TIME 12:00PM

Date:	
Time:	
Entity:	
Resource:	

CENTRAL AGRICULTURE RESEARCH INSTITUTE (CARI)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (CORE BUDGET)
PROCUREMENT PLAN (SBA)
FISCAL YEAR 2026



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
IMPLEMENTATION DATES																		
	Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1-bid doc./tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment
PLANNED	1	IFB No. CARI//SBA/RFQ/001/26	Generator Spare Parts	G4659	Assorted	\$ 5,000.00	RFQ	1/9/2026	1/16/2026	1/19/2026	2/24/2026	3/4/2026	3/6/2026	3/10/2026	3/12/2026	N/A	3/26/2026	12/30/2026
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. CARI//SBA/RFQ/002/26	Vehicle Spare Parts	G4530	Assorted	\$ 7,000.00	RFQ	1/9/2026	1/16/2026	1/23/2026	2/25/2026	3/6/2026	3/9/2026	3/12/2026	3/13/2026	N/A	3/26/2026	12/30/2026
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. CARI/SBA/RB/001/26	Agro Chemicals and supplies	G4773	Assorted	\$ 60,000.00	RB	1/9/2026	1/16/2026	1/23/2026	2/24/2026	3/24/2026	3/27/2026	3/30/2026	4/6/2026	N/A	4/30/2026	12/30/2026
UPDAATE																		
ACTUAL																		
PLANNED	4	IFB No. CARI//SBA/RFQ/003/26	Food & Catering	G4711	Assorted	\$ 2,608.00	RFQ	1/9/2026	1/16/2026	1/23/2026	2/25/2026	3/4/2026	3/9/2026	3/12/2026	3/13/2026	N/A	3/26/2026	12/30/2026
UPDATE																		
ACTUAL																		
		SUB-TOTAL				74,608.00												

PREPARED BY: *MacArthur Paul*
MacArthur Paul
 PROCUREMENT OFFICER

Handwritten signature and date
 02/17/26

APPROVED BY: *Dr. Arthur Kanuah*
Dr. Arthur Kanuah
 CHAIRMAN, PROCUREMENT COMMITTEE



DATE: 02/05/26
 Public Procurement
 PP
 CC
 EXECUTIVE DIRECTOR
 2/18/26



CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (CORE BUDGET)
PROCUREMENT PLAN (NON-SBA)
FISCAL YEAR 2026



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
IMPLEMENTATION DATES																		
	Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1- bid doc./tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment
PLANNED	1	IFB No. CARI/RB/001/26	Petroleum Product	G4661	3000 gallons of Gasoline @ US\$5.00 and 3,333 gallons of Diesel Fuel @ US\$ 6.00	35,000.00	RB	1/12/2026	1/19/2026	1/23/2026	2/21/2026	3/23/2026	4/1/2026	4/15/2026	4/20/2026	N/A	5/1/2026	12/30/2026
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. CARI/NCB/001/26	Stationery	G4761	Assorted	17,000.00	NCB	1/9/2026	1/14/2026	1/19/2026	2/23/2026	3/24/2026	4/3/2026	4/17/2026	4/20/2026	N/A	5/4/2026	12/30/2026
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO.: CARI/RB/002/26	Agriculture Tools & Equipment	G4653	Assorted	50,000.00	RB	1/12/2026	1/14/2026	1/23/2026	2/23/2026	3/25/2026	4/3/2026	4/17/2026	4/20/2026	N/A	4/30/2026	3-12/2026
UPDATE																		
ACTUAL																		
PLANNED	4	CARI/RFQ/001/26	Printing Binding, and publication services	C1812	Assorted	10,000	RFQ	1/15/2026	1/22/2026	1/28/2026	2/22/2026	3/2/2026	3/6/2026	3/8/2026	3/11/2026	N/A	4/30/2026	12/30/2026
UPDATE																		
ACTUAL																		
PLANNED	5	CARI/RB/003/26	Internet Connectivity	J6120	1 Firm	21,000	RB	1/15/2026	1/22/2026	1/28/2026	2/23/2026	3/24/2026	3/27/2026	4/10/2026	4/14/2026	N/A	4/30/2026	12/30/2026
UPDATE																		
ACTUAL																		
					Sub Total USS	133,000												



REPAIRED BY: [Signature]
MacArthur Paul
 PROCUREMENT OFFICER

[Signature]
 02/17/26

APPROVED BY: [Signature]
Dr. Arthur Bob. Karnuah
 CHAIRMAN, PROCUREMENT COMMITTEE



DATE: 02/05/26



CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (CORE BUDGET)
PROCUREMENT PLAN (Non Financial Assets) (NSBA)
FISCAL YEAR 2026



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
IMPLEMENTATION DATES																		
	Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1- bid doc./tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment
PLANNED	6	IFB No. CARI/NCB/002/26	Vehicles	G4510	2 Vehicles @ 45,000 each	\$ 90,000.00	NCB	1/30/2026	2/5/2026	2/9/2026	2/23/2026	3/20/2026	3/27/2026	4/6/2026	4/9/2026	N/A	5/7/2026	12/30/2025
UPDATE																		
ACTUAL																		
PLANNED		IFB No.: CARI/N/002/26	Solar Electricity	G3510	1 FIRM	30,000.00	RB	1/30/2026	2/5/2026	2/9/2026	2/23/2026	3/21/2026	3/26/2026	4/9/2026	4/16/2026	N/A	5/6/2026	12/30/2025
PLANNED																		
ACTUAL																		
		Sub Total				120,000.00												
		GRAND TOTAL				\$357,608.00												

PREPARED BY:

MacArthur Paul
 MacArthur Paul
 PROCUREMENT OFFICER

APPROVED BY:

Dr. Arthur Bob Karnuah
 Dr. Arthur Bob Karnuah
 CHAIRMAN, PROCUREMENT COMMITTEE

DATE:

02/05/26




CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (CORE BUDGET)

PROCUREMENT PLAN (SBA)
FISCAL YEAR 2026



Item No.	Contract Package Code	Contract Package	Content of Contract Package
SBA			
1	IFB No. CARI/SBA/RFQ/001/26	Generator spare parts	This contract package is intended to procure assorted spare parts to repair all generators at CARI for the fiscal year 2026. This procurement is from the budget line Repair & Maintainance_Generator, with code 221503.
2	IFB No. CARI/SBA/RFQ/002/26	Vehicle Spart Parts	This contract package is intended to procure assorted spare parts for repair of vehicles at CARI for the fiscal year 2026. The is from the budget line food and catering services with code 221502
3	IFB No. CARI/SBA/RB/004/26	Agro Chemicals	This Contract Package is is from the budget line "Agricultural Supplies and inputs" and is intended to procure chemicals Insecticides, Fertilizers, Fungicide, etc. to enable CARI execute its operation for fiscal year 2026. This amount (USD 60,000) is 43% of the budget line "Agricultural supplies and inputs" -with code 221807. The remaining 47% will be used to procure Agro tools and equipment and also solar electricity as is specified in this plan.The restricted bidding method (RB) of procurement will be used give that there are fewer number of suppliers of this commodities nationally.
4	IFB No. CARI/SBA/RB/004/26	Food & Catering	This contract package is intended to procure food items such as coffee, sugar, cocoa, water, milk, etc., for used at For administrative offices at CARI for the fiscal year 2026. The is from the budget line food and catering services with code 222103

PREPARED BY: 
 MacArthur Paul
 Procurement Officer


 02/17/26

Approved by: 
 Arthur Bob Karnuah
 Chairman, Procurement Committee

Date: 02/05/26



CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (CORE BUDGET)
PROCUREMENT PLAN (NON SBA)
FISCAL YEAR 2026



Item No.	Contract Package Code	Contract Package	Content of Contract Package
NON SBA			
1	IFB No. CARI/RB/001/26	Petroleum Product	This contract package is intended to procure diesel fuel and Gasoline(3,000 gallons of Gasoline @ US\$5.00 and 4166.6 gallons of Diesel Fuel @ US\$ 6.00) for CARI vehicles and Motors Bikes etc. to enable CARI to execute its functions for fiscal year 2026. This procurement amount is the sum of the budget line "fuel & lubricants-vehicles" - with code 221401 and the budget line fuel & lubricants-Generator" -with code 221402. The restricted bidding method (RB) of procurement will be used given that there are quiet fewer number of suppliers of these commodities nationally.
2	IFB No. CARI/NCB/002/26	Stationery	This contract package is intended to procure Stationery and other basic office Materials, eg: Stenopads, Packs of Pens, White Board Marker Packs, White Board (L/S), Flip Chart Boards, Flip Charts Sheets, A4 sheets, Legal Sheets, Manila Folders, Staple Machines, Staple Pins, MegaPhone and Batteries, Posters Sheets, Note Pads, Pens, etc. to enable CARI to execute this project. This procurement is from the budget line Stationery, with code 221602.
3	IFB No. CARI/RB/004/26	Agro Tools & Equipment	This contract package from the budget line "Agriculture supplies and imputs" is intended to procure Cutlasses, Shovels, Twins, Rakes, Watering Cans, Regular Hoes, Rain Boots, and equipment such as power tailer, tractors, etc. to enable CARI to execute its operation for fiscal year 2026. This amount (USD 50,000) is 36% of the budget line "Agricultural supplies and imputs" -with code 221807. The remaining 64 % will be used to procure Agricultural Chemicals and solar electricity as is specified in this plan. The restricted bidding method (RB) of procurement will be used given that there are quiet fewer number of suppliers of these commodities nationally.
5	IFB No. CARI/RFQ/006/26	Printing, bindinging and publication	This amount will be used to procure printing services for the printing of reports, documentations, signboards and postals and also for advertisement in vewspappers and on radios. This Procurement is from the budget line " Printing, bindinging and publication"- with budget code 221603.

B. Williams
02/17/26



4	IFB No. CARI/RB/005/26	Internet connectivity	This contract package is intended to procure Internet connectivity for the fiscal year 2026. the amount will cover the cost of connecting gadgets and necessary connection cost. This procurement is from the budget line "Internet Provider Services" with code 221208. The restricted bidding method (RB) of procurement will be used because there are fewer number of suppliers of this service nationally.
5	IFB No. CARI//SBA/NCB/005/26	Vehicles	This Contract Package is from the budget line "NON-FINANCIAL ASSETS" and is intended to procure one pick-ups and one 25 seated bus for efficient operations at CARI.
4	IFB No. CARI/SBA/RB/004/26	Solar instillation	This contract package from the budget line "Agriculture supplies and inputs" is intended to procure solar instillation service for administrative building at CARI for fiscal year 2026. This amount (USD 30,000) is 21% of the budget line "Agricultural supplies and inputs" -with code 221807. The remaining 79 % will be used to procure Agro Chemicals and Agro Tools and Equipment as is specified in this plan. The restricted bidding method (RB) of procurement will be used given that there are quiet fewer number of suppliers of these commodities nationally.

PREPARED BY: _____
 MacArthur Paul
 Procurement Officer

Approved by: *A. Bob Karnuah*
 Dr. Arthur Bob Karnuah
 Chairman, Procurement Committee

Date: *02/05/26*



#Bill
02/17/26

