



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/0039/26'**

January 23, 2026

Hon. Ansu V.S. Dulleh, Atty.
EXECUTIVE DIRECTOR
 National Disaster Management Agency
 Gurley Street & UN Drive
 Republic of Liberia

Dear Hon. Dulleh:

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

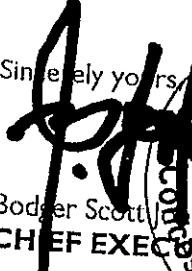
We present our compliments and wish to acknowledge receipt of your letter, which sought the approval of the Commission for the National Disaster Management Agency Draft Procurement Plans for FY 2026, in accordance with **Section 40(3)** of the PPC Act. The Commission, however, wishes to inform you that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

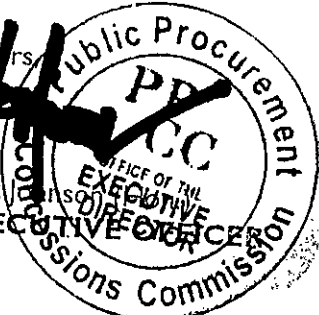
Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan, culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement 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 NDMA'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, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

Sincerely yours,

 Bodger Scott
CHIEF EXECUTIVE OFFICER





Republic of Liberia

NATIONAL DISASTER MANAGEMENT AGENCY

Gurley Street & UN Drive, Monrovia, Liberia

Office of the Executive Director



RL/GOL/NDMA/ED/004/26

January 12, 2026

Hon. Boldger Scott Johnson
CHIEF EXECUTIVE OFFICER
Public Procurement and Concessions Commission (PPCC)
Capitol Hill
Monrovia, Liberia

Ref: Submission of Procurement & Spending Plans for Fiscal Year 2026

Dear Hon. Johnson,

I present my compliments and respectfully submit to your honorable office the Procurement and Spending Plans for Fiscal Year 2026 of the National Disaster Management Agency (NDMA) for your review and approval, in keeping with Section 40, Sub-sections (2), (3), and (5) of the Public Procurement and Concessions Commission (PPCC) Act of 2010.

Attached herewith are the following documents for your consideration:

- The Procurement Plan for Fiscal Year 2026;
- The Spending Plan for Fiscal Year 2026;
- A restructured list of the Procurement Committee members and Procurement Unit staff, in line with the current administrative structure of the Agency; and
- Relevant PPCC reports, (Contracts award).

We appreciate your continued support and guidance as the Agency remains committed to upholding the principles of transparency, accountability, fairness, and efficiency in all procurement processes.

Best regards,

Sincerely yours,

Approved: _____

Hon. Atty. Ansu V. S. Dulleh, Sr.

Chairperson

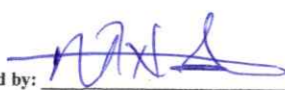
Procurement Committee/ NDMA





Received:
Theophilus S. B. Kollie
Jan. 13, 2026
Time: 12:36pm

**National Disaster Management Agency
PROCUREMENT PLAN (Core 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		
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA				IMPLEMENTATION DATES													REMARKS
				Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METH	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH	BID INVITATION & RELEASE	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION	PC APPROVAL - BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION	ACCEPTANCE & FINAL PAYMENT			
PLANNED	1	IFB No. NDMA/RFQ/001/2026	Vehicle Repairs&Maintenance	G-4520	1 Firm	\$7,000.00	RFQ	1/5/2026	1/8/2026	1/12/2026	1/19/2026	1/27/2026	1/30/2026	2/3/2026	3/4/2026	3/27/26	3/28/26	12/31/26			
UPDATE																					
ACTUAL																					
PLANNED	2	IFB No. NDMA/NCB/001/2026	Stationery	G-4761	Assorted	\$29,800.00	NCB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026			
UPDATE																					
ACTUAL																					
PLANNED	3	IFB No. NDMA/NCB/002/2026	Repair & Maintenance office Machinery and Equipment	C3312	1 Firm	\$25,000.00	NCB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026			
UPDATE																					
ACTUAL																					
PLANNED	4	IFB No. NDMA/RFQ/002/2026	Internet	G-4741	1 Firm	\$6,000.00	RFQ	1/5/2026	1/8/2026	1/12/2026	1/19/2026	1/27/2026	1/30/2026	2/3/2026	3/4/2026	3/27/26	3/28/26	12/31/26			
UPDATE																					
ACTUAL																					
PLANNED	5	IFB No. NDMA/RFQ/003/2026	Website Hosting	J-6311	1 Firm	\$4,000.00	RFQ	1/5/2026	1/8/2026	1/12/2026	1/19/2026	1/27/2026	1/30/2026	2/3/2026	3/4/2026	3/27/26	3/28/26	12/31/26			
UPDATE																					
ACTUAL																					
SUB- TOTAL						\$71,800.00															

Prepared by: 
Vivian G. Walker
Procurement Director/ NDMA


01/22/26


Approved by: 
Hon. Ansu V. S. Dulleh, Sr.
Chairman Procurement Committee


Date: 20/01/2026




**National Disaster Management Agency
PROCUREMENT PLAN (Cole 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	
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA				IMPLEMENTATION DATES												
				Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	ON OF BID EVALUATION REPORT	APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED	6	IFB No. NDMA/NCB/003/2026	Food Stuff	G-4711	Assorted	\$32,445.00	NCB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026		
UPDATE																				
ACTUAL																				
PLANNED	7	IFB No. NDMA/NCB/004/2026	Building Material	G-4663	Assorted	\$37,950.00	NCB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026		
UPDATE																				
ACTUAL																				
PLANNED	8	IFB No. NDMA/NCB/005/2026	Household Materials	G-4759	Assorted	\$30,430.00	NCB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026		
UPDATE																				
ACTUAL																				
Sub-Total						\$71,800.00														
Grand TOTAL						\$172,625.00														

Prepared by: 
Vivian G. Walker
Procurement Director/NDMA


01/22/26

Approved by: 
Hon. Ansu V. S. Dulleh, Sr.
Chairman Procurement Committee

Date: 20/01/2026

Public Procurement Commission
EXECUTIVE DIRECTOR

National Disaster Management Agency
Procurement Plan Explanatory Notes for Non-SBA Budget
Fiscal Year 2026(January – December)


Item	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. NDMA/RFQ/001/2026	Vehicle Repair & Maintenance	The cost of US\$7,000.00 is drawn from the budget line-item Repairs and Maintenance-Vehicle as indicated in NDMA's approved Budget FY 2026. The procurement of the contract package is intended to cover cost of vehicle servicing by outside parties of the Agency's fleet of vehicles.
2.	IFB No. NDMA/NCB/001/2026	Stationery	The cost of US\$29,800.00 is drawn from the budget line-item Stationery as indicated in the NDMA's approved Budget FY 2026. This contract package is intended to purchase assorted stationeries and cartridges to be used by the Agency's Headquarters.
3.	IFB No.: NDMA/NCB/002/2026	Repair & Maintenance office Machinery and Equipment	The cost of US\$25,000.00 is drawn from the budget line-item Repairs and Maintenance Equipment as indicated in NDMA's approved Budget FY 2026. This contract package is intended to cover the cost of repairing of ICT equipment, Internet equipment, battery bank, machinery such as air-conditioners and all other ICT equipment's servicing for NDMA.
4.	IFB No. NDMA/RFQ/002/2026	Internet	This contract package is from the budget line Internet Provider Services and refers to the cost of procuring internet connectivity services fee with an estimated amount of \$6,000 USD for 12months.
5.	IFB No. NDMA/RFQ/003/2026	Website Hosting	The cost of US\$4,000.00 is drawn from the budget line-item Computer Supplies and ICT Services as indicated in the NDMA's approved Budget FY 2026. This contract package is intended to procure Professional ICT Services for Website Hosting and domain registration, content upgrade and website functionality, SEO, Security & accessibility, Professional email and domain all for 12 months.

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01/22/26

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Item	Contract Package Code	Contract Package	Content of Contract Package
6.	IFB No. NDMA/NCB/003/2026	Food Stuff	The cost of US\$32,445.00 is derived from the budget line-item NDMA-Emergency Preparation and Response as indicated in the Agency's approved Budget FY 2026. This contract package is intended to procure the following food items: Rice 25Kg, Sardines, Vegetable Oil 4 Liters, Juices, Beans bag 50Kg, Corn Meal, Quaker Oats, Butter, Mineral water, Cube, Noodles, Cooking Salt, Fish cups, Beef, and etc.
7.	IFB No. NDMA/NCB/004/2026	Building Material	The cost of US\$37,950.00 is derived from the budget line-item NDMA-Emergency Preparation and Response as indicated in the Agency's approved Budget FY 2026. This contract package is intended to purchase assorted items for building materials, such as 32-guage zincs and zinc nails but not limited to cell all any other building materials that will require in time of disaster for emergency or urgent disaster relief.
8.	IFB No. NDMA/NCB/005/2026	Household Materials	The cost of US\$30,430.00 is derived from the budget line-item NDMA-Emergency Preparation and Response as indicated in the Agency's approved Budget FY 2026. The procurement of this contract package is intended to purchase assorted household items for emergency or urgent disaster relief. The listed items are but not limited to: Mattresses (4" & 6"), Used Blankets, Used Clothes, Chlora, Bathing & Washing Soap, Slippers, Spray gun, and cooking utensils, etc.

Prepared by: 

Vivian G. Walker
Procurement Director

Approved by: 

Hon. Ansu V. S. Dulleh, Sr.
Chairman Procurement Committee

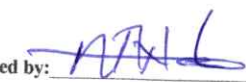
Date: 20/01/2026


01/22/26




**National Disaster Management Agency
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	13	14	15	16	17	18	19	20		
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA				IMPLEMENTATION DATES												REMARKS
				Business Activity 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		
PLANNED	1	IFB No. NDMA/SBA/SS/01/2026	Security Guard Services	N8010	1 Firm	\$23,400.00	SS	1/19/2026	1/23/2026	1/24/2026	N/A	N/A	N/A	N/A	2/30/2026	3/27/2026	12/31/2026	12/31/2026		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB No. NDMA/SBA/NCB/001/2026	Petroleum Products (Diesel & Gasoline)	G4661	2008.96 Gal@4.46	\$20,960.00	NCB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB No. NDMA/SBA/RFQ/001/2026	Events Catering	I5621	1 Firm	\$10,000.00	RFQ	1/5/2026	1/8/2026	1/12/2026	1/19/2026	1/27/2026	1/30/2026	2/3/2026	3/4/2026	3/27/26	3/28/26	12/31/26		
UPDATE																				
ACTUAL																				
PLANNED	4	IFB No. NDMA/SBA/RB/001/2026	Air Ticket	N7911	1 Firm	\$13,000.00	RB	1/16/2026	1/22/2026	1/26/2026	2/26/2026	3/25/2026	4/11/2026	4/18/2026	5/15/2026	6/17/2026	7/18/2026	12/31/2026		
UPDATE																				
ACTUAL																				
GRAND TOTAL						\$67,360.00														

Prepared by: 
Vivian G. Walker
Procurement Director/NDMA


01/22/26


Approved by: 
Hon. Ansu V. S. Dulleh, Sr.
Chairman Procurement Committee

Date: 20/01/2026




**National Disaster Management Agency
Procurement Plan Explanatory Notes for SBA Budget
Fiscal Year 2026 (January – December)**

Item	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. NDMA/SS/001/2026	Security Guard Services	The cost of US\$23,400.00 is drawn from the budget line Guard & Security Services, intended to hire security service to protect NDMA assets from thief.
2.	IFB No. NDMA/SBA/NCB/001/2026	Petroleum Products (Diesel & Gasoline)	The cost of US\$20,960.00 is drawn from the budget line-item Fuel and Lubricants for Vehicles and Generator as indicated in NDMA's approved Budget FY 2026. This contract package is intended to cover the cost of diesels and gasoline for NDMA.
3.	IFB No.: NDMA/SBA/RFQ/001/2026	Events Catering	The cost of US\$10,000.00 is drawn from the budget line-item NDMA-Emergency Preparation and Response as indicated in NDMA's approved Budget FY 2026. This contract package is intended to cover the cost of events catering services for organizing workshops, conferences, etc. for NDMA.
4.	IFB No. NDMA/SBA/RB/001/2026	Travel (Air Ticket)	The cost of US\$13,000.00 is drawn from the budget line-item Foreign Means of Travel as indicated in NDMA's approved Budget FY 2026. This contract package is intended to cover the cost of foreign travels at the NDMA.
5.	Electricity	This contract package is from the budget line Electricity and is intended to procure electricity for the Agency at an estimated cost of US\$18,000.00 .	

Prepared by: 
Vivian G. Walker
Procurement Director


6/22/26

Approved by: 
Hon. Ansu V. S. Dulleh, Sr.
Chairman Procurement Committee

Date: 20/07/2026

