



LIBERIA COLLEGE OF PHYSICIANS & SURGEONS (LCPS)

Tubman Boulevard
Oldest Congo Town
Monrovia, Liberia

Tel: +231-888-23866/ +213-778159537 Website: www.lpgmc.org

January 8, 2026

Hon. Bodger Scott Johnson
Chief Executive Officer
Public Procurement and Concession Commission
Executive Mansion Ground
Capitol Hill, Monrovia, Liberia.

Subject: Submission of final Procurement Plan & Procurement Committee Members for Fiscal year 2026

Dear Hon. Johnson:

The Liberia College of Physicians and Surgeons (LCPS) extends compliments and is pleased to submit its Procurement Plan & Procurement Committee Members in compliance with Sub part 2 of Section 26.1 & 29.1 of the PPCCA which states "Every Procuring Entity must establish a Procurement Committee which shall consist of five (5) person.

The College will appreciate your timely approval for onward implementation

Below are the Procurement Committee & Procurement Unit Members

No#	Name	Position	PCM/Position
1	Dr. Philderald Pratt	Secretary General	Chair-Person
2	Dr. Benetta C. Andrews	Assis Secretary General	Co-Chairperson
3	Mr. Amphimas C. Bleedee	Finance Manager	Member
4	Atty .Alphonso Richardson	Adm. Assistant	Member
5	Mrs. Victoria Dahn Boakia	Executive Secretary	Member
6	Mr. Serbastin N. Totoe	Procurement manager	Non- voting member

Procurement Unit Members


Name

Position

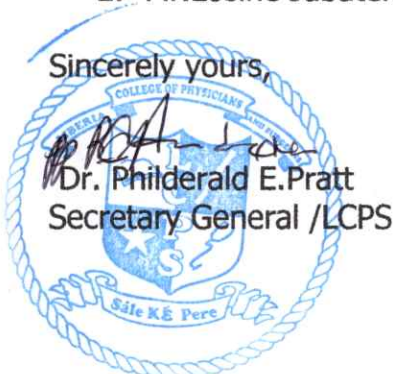
1. Mr.Serbastin N.Totoe
2. Mr.Losine Jabateh

Procurement Manager
Procurement Assistant

Sincerely yours,



Dr. Philderald E. Pratt
Secretary General /LCPS



John Sumo
01/08/2026
TIME 11:10AM



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/073/'26

January 29, 2026

Dr. Philderald E. Pratt
SECRETARY GENERAL
 Liberia College of Physicians and Surgeons
 Republic of Liberia

Dear Dr. Pratt:

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

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Liberia College of Physicians and Surgeons (LCPS) SBA and Non SBA 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 budget is approved by the President 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. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>


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

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended 2025 Fiscal Year, for stated 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** 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.

Kind regards,


 Bodger Scott-John
CHIEF EXECUTIVE OFFICER
 Public Procurement & Concessions Commission

Have: Sebastian N. Tettee
Date: Feb 05, 2026
077 5152006



Liberia College of Physicians and Surgeons (LCPS)S
 Procurement Plan (SBA)
 Source of funding (Government of Liberia (GOL) National Budget
 Fiscal Year: 2026

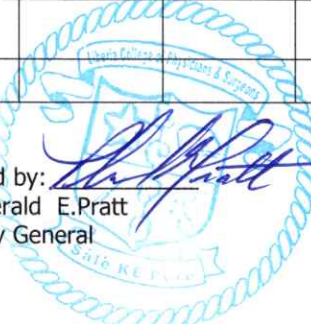
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ITEM NO	BASIC DATA							IMPLEMENTATION DATES												
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMEN HOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID 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. LCPS/SBA/RB/001/2026	Petroleum Products (Diesel & Gasoline)	G4661	11,418 @ 4.5	\$51,385.00	RB	12/05/2025	12/08/2025	12/11/2025	01/19/2026	02/16/2026	02/23/2026	02/27/2026	03/6/2026	N/A	12/28/2026	12/31/2026		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB NO. LCPS/SBA/RFQ/001/2026	Stationery	G4761	Assorted	\$5,000.00	RFQ	12/05/2025	12/08/2025	12/11/2025	01/19/2026	01/26/2026	02/02/2026	02/9/2026	02/13/2026	N/A	12/28/2026	12/31/2026		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$56,385.00														

Prepared by: 
 Serbastin N. Totoe
 Procurement Manager

 1/29/26



Approved by: 
 Dr. Philderald E. Pratt
 Secretary General



Date: 27-01-26


Liberia College of Physicians and Surgeons (LCPS)
Procurement Plan (SBA)
Source of funding (Government of Liberia (GOL) National Budget)
Fiscal Year: 2026

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	ITEM NO	BASIC DATA						IMPLEMENTATION DATES													REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMEN 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. LCPS/SBA/RB/002/2026	Security Guard Service	N-8010	1 FIRM	\$16,200.00	RB	12/05/2025	12/08/2025	12/11/2025	01/19/2026	02/16/2026	02/23/2026	02/27/2026	03/6/2026	N/A	12/28/2026	12/31/2026			
UPDATE																					
ACTUAL																					
PLANNED	4	IFB NO. LCPS/SBA/RFQ/02/2026	Vehicle insurance	K-6512	1-Firm	\$3,302.00	RFQ	12/05/2025	12/08/2025	12/11/2025	01/19/2026	01/6/2026	02/02/2026	02/9/2026	02/13/2026	N/A	12/28/2026	12/31/2026			
UPDATE																					
ACTUAL																					
SUB TOTAL						\$19,502.00															

Prepared by: 
 Serbastin N. Totoe
 Procurement Manager





Approved by: 
 Dr. Philderald E. Pratt
 Secretary General

Date: 27-01-26

Liberia College of Physicians and Surgeons (LCPS)
Procurement Plan (SBA)
Source of funding (Government of Liberia (GOL) National Budget)
Fiscal Year: 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
	ITEM NO	BASIC DATA						IMPLEMENTATION DATES													REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMEN 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	5	IFB NO. LCPS/SBA/RB/003/2026	Vehicle repair & Maintenance	G4520	1Firm	\$32,914.00	RB	12/05/2025	12/08/2025	12/11/2025	01/19/2026	02/16/2026	02/23/2026	02/27/2026	03/6/2026	N/A	12/28/2026	12/31/2026			
UPDATE																					
ACTUAL																					
PLANNED	6	IFB NO. LCPS/SBA/RFQ/04/2026	Generator repair & Maintenance	C3314	1Firm	\$5,000.00	RFQ	12/05/2025	12/08/2025	12/11/2025	01/19/2026	01/26/2026	02/02/2026	02/9/2026	02/13/2026	N/A	12/28/2026	12/31/2026			
UPDATE																					
ACTUAL																					
SUB TOTAL						\$37,914.00															

Prepared by: Serbastin N. Totoe
 Procurement Manager
1/29/26



Approved by: Dr. Philderald E. Pratt
 Secretary General

Date: 27-01-26

Liberia College of Physicians and Surgeons (LCPS)
Procurement Plan (SBA)
Source of funding (Government of Liberia (GOL) National Budget)
Fiscal Year: 2026

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PLANNED	7	IFB NO. LCPS/SBA/RB/004/2026	Internet Connectivity	J6120	1-firm	\$15,500.00	RB	12/05/2025	12/08/2025	12/11/2025	01/19/2026	02/16/2026	02/23/2026	02/27/2026	03/6/2026	N/A	12/28/2026	12/31/2026		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$15,500.00														

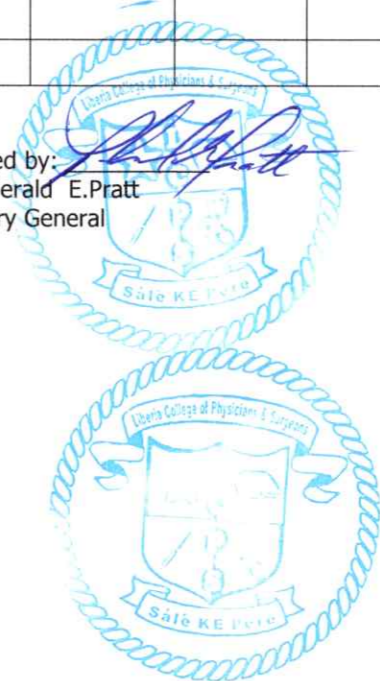
Prepared by: 
 Serbastin N. Totoe
 Procurement Manager






Approved by: 
 Dr. Philderald E. Pratt
 Secretary General

Date: 27-01-26



Liberia College of Physicians and Surgeons (LCPS)
Procurement Plan (SBA)
Source of funding (Government of Liberia (GOL) National Budget)
Fiscal Year: 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
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PLANNED	8	IFB NO. LCPS/SBA/RB/005/2026	Catering Service	I5621	1 firm	\$33,000.00	RB	12/05/2025	12/08/2025	12/11/2025	01/19/2026	02/16/2026	02/23/2026	02/27/2026	03/6/2026	N/A	12/28/2026	12/31/2026		
UPDATE																				
ACTUAL																				
PLANNED	9	IFB NO. LCPS/SBA/SS/005/2026	Hall Rental	L6810	1 Firm	\$5,000.00	SS	12/05/2025	12/08/2025	12/11/2025	N/A	N/A	N/A	N/A	N/A	N/A	12/28/2026	12/31/2026		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$38,000.00														
Grand Total						\$167,301.00														

Prepared by: 
 Serbastin N. Totoe
 Procurement Manager



Approved by: 
 Dr. Philderald E. Pratt
 Secretary General



Date: 27-01-26

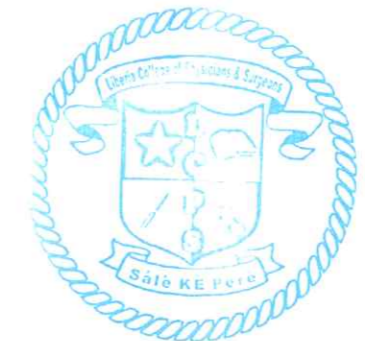
Explanatory Note to Procurement Plan (FY 2026)

SBA PROCUREMENT PLAN EXPLANATORY NOTE

1.	IFB NO. LCPS/SBA/RB/001/20/26	Petroleum products	This contract package is drawn from the budget line fuel and lubricants. It is intended to purchase petroleum products for vehicles and generator operations, including LCPS staff benefit in an amount of \$51,385 .00 @\$ 4.50 amounting to 11,418 gallons.
2.	IFB NO. LCPS/SBA/RFQ/001/20/26	Stationery	This contract package will be used to purchase assorted stationery materials including : A4 papers, hanging folder, pen, pencil, A4 envelop, paper glued, legal paper carton, suspension folder, box file, correction fluid , flap chat, white board marker , note pads etc.
3.	IFB NO. LCPS/SBA/RB/002/20/26	Security Guard Service	This contract package will be used to hired security firm to provide security service to LCPS premises and properties for FY 2026.
4.	IFB NO. LCPS/SBA/RFQ/002/20/26	Vehicle insurance	This contract package will be used to pay one calendar year third party vehicle insurance of LCPS fleet of vehicles as and when basis for FY-2025.
5.	IFB NO. LCPS/SBA/RB/003/2026	Vehicle repair & Maintenance	This contract package will be used to service the college's fleet of vehicles and maintain it for road worthiness
6.	IFB NO. LCPS/SBA/RFQ/004/2026	Generator repair & Maintenance	This contract package will be used to provide repair and maintenance works for the college's 65 kva Perkins generator
7.	IFB NO. LCPS/SBA/RB/004/2026	Internet Connectivity	The contract package will be used to provide internet service and purchase ITC equipment
8.	IFB NO. LCPS/SBA/RB/005/2026	Catering Service	This contract package will be used to provide food at LCPS Annual and General Scientific Meeting & Convocation for graduates, guests and other invitee.
10.	IFB NO. LCPS/SBA/SS/005/2026	Hall Rental	The package will be used to pay for hall rental service for the convocation at the Ministerial Complex.
11		Office building rental & Lease	This contract package will be used to pay lease & rental fees for the college office building in an amount of \$ 39,950 (Three thousand nine hundred fifty United States Dollars.

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1/29/26

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Liberia College of Physicians and Surgeons (LCPS)
 Procurement Plan (Non- SBA)
 Source of funding (Government of Liberia (GOL) National Budget
 Fiscal Year: 2026

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ITEM NO	S	BASIC DATA						IMPLEMENTATION DATES													REMARKS
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PLANNED	1	IFB NO. LCPS/RB/001/2026	Vehicle Purchase	G4510	1 UNIT	\$22,900.00	RB	12/05/2025	12/08/2025	12/11/2025	01/19/2026	02/16/2026	02/23/2026	02/27/2026	03/6/2026	N/A	12/28/2026	12/31/2026			
UPDATE																					
ACTUAL																					
PLANNED	2	IFB NO. LCPS/RB/001/2026	Air Tickets	N-7911	1 FIRM	\$6,000.00	RFQ	12/05/2025	12/08/2025	12/11/2025	01/19/2026	01/26/2026	02/02/2026	02/09/2026	02/13/2026	N/A	12/28/2026	12/31/2026			
UPDATE																					
ACTUAL																					
SUB TOTAL						\$28,900.00															
Grand Total						\$28,900.00															

Prepared by: *Serbastin N. Totoe*
 Serbastin N. Totoe
 Procurement Manager
27/1/26
1/29/26



Approved by: *Dr. Philderald E. Pratt*
 Dr. Philderald E. Pratt
 Secretary General

Date: *27-01-26*

NON SBA PROCUREMENT PLAN EXPLANATORY NOTES

1.	IFB NO. LCPS/RB/NON /SBA/001/20/26	Transport Equipment – Vehicle	This contract package will be used to procure one unit of sedan (vehicle) for the use of the college
2.	IFB NO. LCPS/RFQ/NON/SBA/001/20/26	Air- Tickets	This contract package is drawn from the budget line foreign means of travel. It will be used to purchase air ticket to facility executive members to attend conferences abroad.

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