



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/1008/25'**

October 7, 2025

Dr. Emmanuel Urey Yarkpawolo
EXECUTIVE DIRECTOR
 Environmental Protection Agency
 Monrovia, Liberia

Dear Dr. Yarkpawolo:

Subj: **APPROVAL OF ENVIRONMENTAL PROTECTION AGENCY UPDATED PROJECT PROCUREMENT PLAN FOR FISCAL YEAR 2025**


We present our compliments and wish to acknowledge receipt of your communication dated September 18, 2025, which sought the approval of the Commission for the Environmental Protection Agency (EPA) Updated Project Procurement Plan (Mainstreaming Energy and Environment in Development Processes in Liberia) for Fiscal Year 2025.

Following thorough review, the Commission hereby approves the Environmental Protection Agency Updated Project Procurement Plan for Fiscal Year 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs EPA that its Updated Project Procurement Plan for 2025 will be duly forwarded to the Ministry of Finance and Development Planning (MFDP). The Commission counsels that you observe *Section 40 (5) of the PPCA, 2010, which states "each Procuring Entity, shall, on a quarterly basis 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 an approval of a method on the procurement plan is deemed as the Commission's full approval and as such, a Procuring Entity will not be required to again request the use of said approved method.

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.

Since it is your


 Bodger Scott Johnson (Hon)
CHIEF EXECUTIVE OFFICER
 Public Procurement & Concessions Commission



Office of the Executive Director

REPUBLIC OF LIBERIA
ENVIRONMENTAL PROTECTION AGENCY

P.O. Box 4024
Bright Building 302-A, Sekou Toure Avenue, Manba Point
1000 Monrovia, 10 Liberia

Cell #: +231888608224/ +231777596220
Email: info@epa.gov.lr/ www.epa.gov.lr



ED/EPA-01/2287/25/RL

September 18, 2025

Hon. Bodger Scott Johnson
CHIEF EXECUTIVE OFFICER
Public Procurement & Concession Commission
Executive Mansion Ground
Capitol Hill
Monrovia, Liberia
Dear Hon. Johnson:

I present my compliments and to hereby submit to your good office the **Updated Procurement Plan** for approval for the Energy and Environment Project (E & E) for Fiscal Year 2025. The Energy & Environment Project is under the Environmental Protection Agency and is sponsored by the United Nations Development Programme (UNDP).

Please accept the assurance of my highest esteem and consideration as we strive for environmental sustainability for now and successive generations.

Kind regards


Dr. Emmanuel Urey Yarkpawolo
EXECUTIVE DIRECTOR/CEO

Josephine Gelesco
Oct. 3, 2025
9:26 AM

**ENVIRONMENTAL PROTECTION AGENCY (EPA)
Mainstreaming Energy & Environment in Development Processes in Liberia
UPDATE ANNUAL PROCUREMENT PLAN (NON-SBA)**

Source of funding: UNDP

FISCAL YEAR (January 1, 2024 – December 31, 2025)

1	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 Reg. Code	Qty.	Estimated Cost (USD)	Procure. Method	Technical specs./Boo/Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval – Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks	
Planned	1	IFB NO. EPA/E&E/RFQ/001/25	Stationery	G 4761	1 firm	10,000.00	RFQ	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
Update																				
Actual																				
Planned	2	IFB NO. EPA/E&E/RFQ/002/25	Event Catering	I 5621	3 firms	10,000.00	RFQ	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
Updated																				
Actual																				
Planned	3	IFB NO. EPA/E&E/RFQ/003/25	Hall Rental	L 6810	3 firms	10,000.00	RFQ	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
Update		IFB NO. EPA/E&E/SS/001/25	Hall Rental	L 6810	1 firm	100,000.00	SS	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
Actual																				
Planned	4	IFB NO. EPA/E&E/RFQ/004/25	Computers Supplies	G4741	1 Firm	8,175.00	RFQ	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
			Sub -Total			128,175.00														

Submitted by: _____

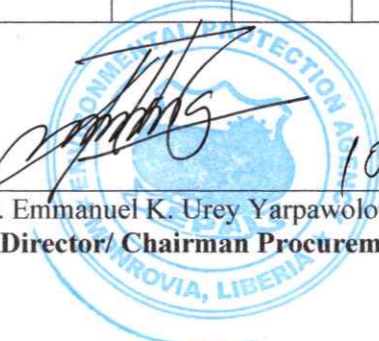
Pescee T. Doe
Assistant Manager/Procurement Unit

Date: September 18, 2025

Approved: _____

Dr. Emmanuel K. Urey Yarpawolo
Executive Director/ Chairman Procurement Committee

[Handwritten Signature]
10/06/25



ENVIRONMENTAL PROTECTION AGENCY (EPA)
Mainstreaming Energy & Environment in Development Processes in Liberia
UPDATED ANNUAL PROCUREMENT PLAN (NON-SBA)
Source of funding: UNDP
FISCAL YEAR (January 1, 2024 – December 31, 2025)

1	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 Reg. Code	Qty.	Estimated Cost (USD)	Procure. Method	Technical specs./Boo/ Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval – Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks	
Planned	9	IFB NO. EPA/E&E/R FQ/007/25	Air conditioners	G-4759	Firms	1,500.00	RFQ	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
Update																				
Actual																				
Planned	10	IFB NO. EPA/E&E/R FQ/008/25	Household Utensils	G- 4759	1 firm	3,500.00	RFQ	01/06/25	01/10/25	01/31/25	02/14/25	03/07/25	03/14/25	03/20/25	03/27/25	N/A	12/12/25	12/31/25		
Updated																				
Actual																				
						Sub -Total														
						5,000.00														
						Grand Total														
						198,675.00														

Submitted by: _____

Pescee T. Doe
 Pescee T. Doe
 Assistant Manager/Procurement Unit

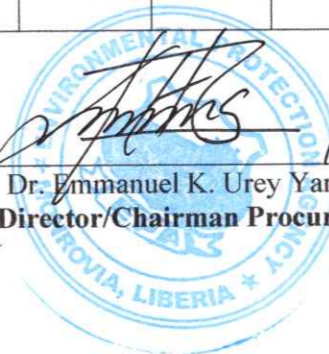
Date: _____

September 18, 2025

Approved: _____

10/02/25
 Dr. Emmanuel K. Urey Yarpawolo
 Executive Director/Chairman Procurement Committee

Bill H
 10/06/25



**Environmental Protection Agency
Updated Procurement Plan Explanatory Notes
Fiscal Year: 2025**

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. EPA/E&E/RFQ/001/2025	Stationery	<p>This contract package comes from the budget line Activity 1.4. 1.2, 4.1, 4.2, NCSS & E & E for various meeting, training and workshop and is intended to procure the following items:</p> <ol style="list-style-type: none"> 1. A4 sheet 2. White Board 3. Posters 4. Makers 5. Note pad 6. Pen <p>This budget line comes from different Activities. Ten Thousand United States Dollars (10,000) of this amount goes towards stationery.</p>
2	IFB NO. EPA/E&E/RFQ/002/2025	Event Catering	<p>This contract package comes from the budget line Activity 1.3, 1.4, 1.2, 4.1, 4.2 & NCSS. This contract package intended to hire/contract catering services for several workshops, meetings, and trainings at different location and time.</p> <p>This budget line comes from different Activities. Ten Thousand United States Dollars (10,000) of this amount goes towards Event Catering.</p>
3	IFB NO. EPA/E&E/SS/001/2025	Hall Rental	<p>This package comes from the budget line Activity 1.1 and is intended to Sole Source (DMDL Group) for Office space rental and pavilion space rental for COP30 in Belem, Para, Brazil for the provision of assembly and disassembly service of commercializable spaces for BLUE ZONE, Office space and pavilion space rental to Liberia at COP30. The DMDL Group, as the exclusive service provider of commercializable space will offer these spaces to the parties participating in COP30 in Belem, Para, Brazil. The estimated cost of this contract package is \$100,000.00 (One-Hundred Thousand United States Dollars)</p>
4	IFB NO. EPA/E&E/RFQ/004/2025	Computers (Laptops/Desktops)	<p>This contract package comes from the budget line Activity 1.2. This contract package is intended to procure Laptops/Desktops under the Mainstreaming Energy & Environment in Development Processes in Liberia</p> <p>This budget line value Sixteen Thousand United States Dollars (\$16,000.00). Eight Thousand One Hundred Seventy-Five United States Dollars (\$8,175) of this amount goes towards Computer Supplies.</p>

Submitted by: _____

Pescee T. Doe/ Assistant Manager/Procurement Unit



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10/06/25



Environmental Protection Agency
Updated Procurement Plan Explanatory Notes
Fiscal Year: 2025

<i>Item No.</i>	Contract Package Code	Contract Package	Content of Contract Package
5.	IFB NO. EPA/E&E/RFQ/005/2025	Printing Materials	This contract package comes from the budget line Activity 1.3, 1.4, 1.2, 4.1, 4.2 & NCSS . This contract package is intended to procure, T-shirt, printing, flyers, brochures and banners for meetings, workshops, and training to be held under the Mainstreaming Energy & Environment in Development Processes in Liberia. Eight Thousand Five Hundred United States Dollars (\$8,500) of this amount goes towards printing Materials.
6	IFB NO. EPA/E&E/RB/001/2025	Other Electrical Appliances	This contract package comes from the budget line Activity 3.2 . This contract package intended to procure and install solar panel for eco-based infrastructure/facilities. This budget line value is Twenty-Six Thousand United States Dollars (\$26,000.00).
7	IFB NO. EPA/E&E/RFQ/006/2025	Publication	This contract package is intended for advertising in different local dallies for the publication of REOI & RFP. This comes from the budged line E & E/EPA and the estimated cost for this contract package is \$5,000.00 (One Thousand Five Hundred United States dollars goes towards Publication.
8	IFB NO. EPA/E&E/RB/002/2025	Office Furniture	This contract package comes from the budget line Activity 1.2., 3.3 & E & E /EPA . This contract package is intended to procure office furniture under the Mainstreaming Energy & Environment in Development Processes in Liberia. This budget line comes from different Activities. Twenty-Nine Thousand Five Hundred United States Dollars (29,500) of this amount goes towards Office Furniture.
9	IFB NO. EPA/E&E/RFQ/007/2025	Air conditioners	This contract package is intended for the purchase of Air conditioners under the Mainstreaming Energy & Environment in Development Processes in Liberia. It is from budget lines Activity 3.3 . The estimated cost of this contract package is \$25,500.00 (One Thousand Five Hundred (\$1,500.00) goes towards purchase of Air Conditioners.
10	IFB NO. EPA/E&E/RFQ/008/2025	Household Utensils	This contract package is intended for the purchase of assorted household Utensils under the Mainstreaming Energy & Environment in Development Processes in Liberia. It is from budget lines Activity 3.3 . The estimated cost of this contract package is \$25,500.00 (Three Thousand Five Hundred (\$3,500.00) goes towards purchase of Household Utensils.

Submitted by: _____

Pescee T. Doe/ Assistant Manager/Procurement Unit

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 10/26/25

