



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



Ref. **PPCC/RL/CEO/1121/25'**

October 29, 2025

Hon. Karyou Johnson

SUPERINTENDENT

Grand Bassa County Administration

Buchanan City

Republic of Liberia

Dear Hon. Johnson:

Subj: **APPROVAL OF ADDENDUM PROCUREMENT PLAN FOR THE FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Grand Bassa County Administration (GBCA) Addendum Procurement Plan. Following a thorough review, the Commission hereby approves the GBCA addendum procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the GBCA 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.

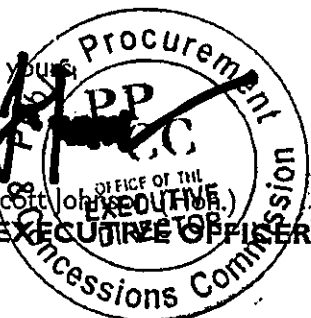
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states *“each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in 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, 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 Johnson
CHIEF EXECUTIVE OFFICER





Republic of Liberia

MINISTRY OF INTERNAL AFFAIRS

CITY OF BUCHANAN
GRAND BASSA COUNTY



OFFICE OF THE SUPERINTENDENT

October 20, 2025

Hon. Bodger Scott Johnson
EXECUTIVE DIRECTOR
Public Procurement & Concession Commission
Executive Mansion Grounds
Capitol Hill
Monrovia-Liberia

Subject: SUBMISSION OF ADDENDUM PROCUREMENT PLAN

Dear Hon. Johnson:

We present our compliments and best wishes.
We wish to submit to your office our Addendum Procurement Plan for FY2025 for your review and approval.

- We kindly request for reduction in lead time for the following reason:
 - For the timely renovation works on the Police Station and Court within ED#5
 - For the construction of Rally Road bridge which is a major road and bridge for the people of ED#4 to help relief their means of transportation.

Thanks for your consideration in helping Public Procurement entities to comply with the Procurement laws of the Country.

Kind regards

Sincerely yours

Hon. Karyou Johnson
SUPERINTENDENT

John Samu
0776591767
Oct 20/2025
Time 9:07PM

GRAND BASSA COUNTY ADMINISTRATION
Addendum PROCUREMENT PLAN NON-SBA (CORE-BUDGET)
Source of Funding: GOL
FY 2025

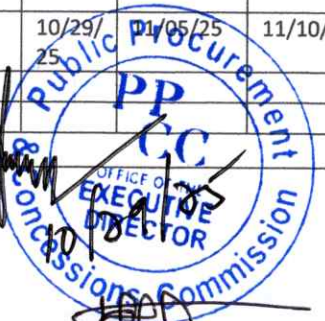
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|-----------|-----------------------|-------------------------|-----------------------------------------------------|-------------------------|-----------------------|------------------------|-------------------------------|-----------------------|----------------------------------|--------------------------------------|--------------------------------|---------------------------------------|-------------------------------------|--------------------------|---------------------------------|-----------------------------------------------|-----------------------------|----------|---------|--|
| ITEM NO. | BASIC DATA | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | REMARKS | |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | QTY | BUSINESS ACTIVITY/ CODE | ESTIMATE D COST (USD) | PROC URE MEN T MET HOD | TECHNICAL SPECS/BOQ/ DRAWINGS | PREP. OF BID DOCUMENT | PC APPROVAL - BID DOC/TECH SPECS | BID INVITATI ON & RELEASE OF BID DOC | BID SUBMISSION /PUBLIC OPENING | SUBMISSIO N OF BID EVALUATIO N REPORT | PC APPROVAL - BID EVALUATION REPORT | CONTRACT AWARD & SIGNING | ADVANCE PAYMENT (MOBILIZAT ION) | DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION) | ACCEPTANC E & FINAL PAYMENT | | | |
| PLANNED | 1 | IFB No. GBCA/RB/001/25 | Construction of Administrative Hall Desoe Town ED#4 | 1 firm | F4100 | 50,000.00 | RB | 10/21/25 | 10/23/25 | 10/27/25 | 10/29/25 | 11/12/25 | 11/19/25 | 11/24/25 | 11/28/25 | N/A | 12/27/25 | 12/27/25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | IFB No. GBCA/RFQ/001/25 | Scratch Cards | 1 firm | J6190 | 1,500.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 3 | IFB No. GBCA/RFQ/002/25 | Small tools equipment | 1firm | G4759 | 3,800.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| Planned | 4 | IFB No. GBCA/RB/002/25 | Construction of School ED#5 | 1 firm | F4100 | 67,500.00 | RB | 10/21/25 | 10/23/25 | 10/27/25 | 10/29/25 | 11/19/25 | 11/26/25 | 11/28/25 | 12/05/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 5 | IFB No. GBCA/NCB/001/25 | Construction of Rally Road Bridge | 1 firm | F4210 | 90,000.00 | NCB | 10/21/25 | 10/23/25 | 10/27/25 | 10/29/25 | 11/12/25 | 11/19/25 | 11/24/25 | 11/28/25 | N/A | 12/27/25 | 12/27/25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 6 | IFB No. GBCA/RFQ/003/25 | Purchase of Uniform County Band team | Assorted | G4771 | 4,000.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| Sub Total | | | | US\$216,800.00 | | | | | | | | | | | | | | | | |

Handwritten signature and date: 10/28/25

Prepared by: Bradford B. Anderson Date: 10/20/25
 Procurement Director

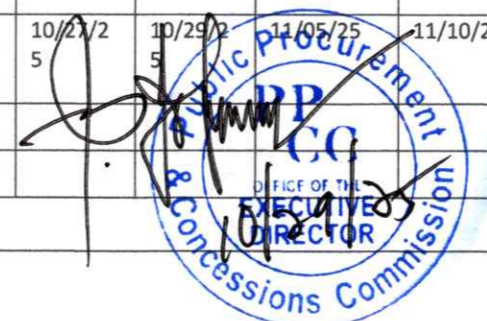
Approved by: Hon. Karyou Johnson
 Superintendent Chairman, Proc. Committee

Date: 10/20/25



GRAND BASSA COUNTY ADMINISTRATION
Addendum PROCUREMENT PLAN NON-SBA (CORE-BUDGET)
Source of Funding: GOL
FY 2025

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 16 | 16 | 17 | 18 | 19 | 20 | |
|-----------|-----------------------|-----------------------------|---------------------------------|-------------------------|----------------------|--------------------|------------------------------|-----------------------|----------------------------------|-------------------------------------|-------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------------|-----------------------------------------------|----------------------------|----------|----|---------|
| ITEM NO. | BASIC DATA | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | REMARKS |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | QTY | BUSINESS ACTIVITY/CO DE | 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 | | | |
| PLANNE D | 7 | IFB No. GBCA/RFQ/004/25 | Air conditioner purchase | 1 firm | G4759 | 350.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| PLANNE D | 8 | IFB No. GBCA/SBA/RFQ/005/25 | Advert. & Publication Service | 1 firms | M7310 | 1,500.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| PLANNE D | 9 | IFB No. GBCA/RB/003/25 | Renovation of Edina School ED#1 | 1 firm | F4100 | 50,000.00 | RB | 10/21/25 | 10/23/25 | 10/27/25 | 10/29/25 | 11/12/25 | 11/19/25 | 11/24/25 | 11/28/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| PLANNE D | 10 | IFB No. GBCA/SBA/RFQ/006/25 | Renovation of Edina Court ED#1 | 1 firm | F4100 | 25,000.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Sub Total | | | | | | US\$76,850.00 | | | | | | | | | | | | | | |



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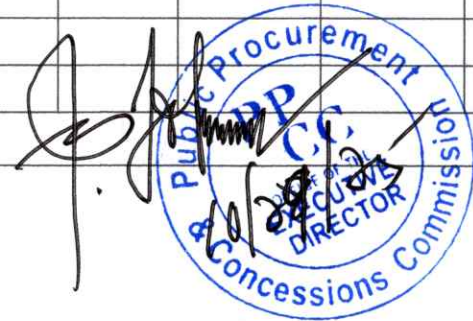
Prepared by: Bradford B. Anderson Date: 10/20/25
 Procurement Director

Approved by: Hon. Karyou Johnson
 Superintendent Chairman, Proc. Committee

Date: 10/20/25

GRAND BASSA COUNTY ADMINISTRATION
Addendum PROCUREMENT PLAN NON-SBA (CORE-BUDGET)
Source of Funding: GOL
FY 2025

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 16 | 16 | 17 | 18 | 19 | 20 | |
|-------------|----------|-----------------------------|------------------------------------------|--------|-------------------------|----------------------|--------------------|-------------------------------|-----------------------|----------------------------------|-------------------------------------|-------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------------|-----------------------------------------------|----------------------------|----|---------|
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| | | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | QTY | BUSINESS ACTIVITY/CO DE | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/BO Q/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 | 11 | IFB No. GBCA/SBA/RFQ/007/25 | Renovation of Court ED#5 | 1 firm | F4100 | 5,000.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 12 | IFB No. GBCA/SBA/RFQ/008/25 | Renovation of Police Station ED#5 | 1 firm | F4100 | 5,000.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 13 | IFB No. GBCA/SBA/RFQ/009/25 | Renovation of Commissioner Resident ED#5 | 1 firm | F4100 | 10,000.00 | RFQ | 10/22/25 | 10/24/25 | 10/27/25 | 10/29/25 | 11/05/25 | 11/10/25 | 11/12/25 | 11/17/25 | N/A | 12/27/25 | 12/27/25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| Sub Total | | | | | | US\$20,000.00 | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | US\$313,650.00 | | | | | | | | | | | | | | |



Bill
10/28/25

Prepared by: B. Anderson Date: 10/20/25
 Bradford B. Anderson
 Procurement Director

Approved by: [Signature]
 Hon. Karyou Johnson
 Superintendent Chairman, Proc. Committee

Date: 10/20/25



GRAND BASSA COUNTY ADMINISTRATION
Addendum PROCUREMENT PLAN NON-SBA (CORE-BUDGET)
 Source of Funding: GOL
 FY 2025




Explanatory Notes

| Item NO. | Contract Package Code | Contract Package | Content of Contract Package |
|----------|-------------------------|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | IFB No. GBCA/RB/001/25 | Construction of Administrative Hall Desoe Town ED#4 | This package is intended to hire the service of a firm to construct Administrative Hall within Electoral District #4, Desoe Town. The total amount to construct the Administrative Hall is US\$120,000.00 , however the County Administration have allotted US\$50,000.00 for phase one of the project. US\$50,000.00 will be drawn from the budget line Construction of administrative Hall. |
| 2 | IFB No. GBCA/RFQ/001/25 | Scratch Cards | Is intended to procure scratch cards for the daily operations of the Administration, it's estimated at the total cost of US\$ 1,500.00 , including Lone star and Orange cards. The payment is from the budget line Scratch Cards. |
| 3 | IFB No. GBCA/RFQ/002/25 | Small tools equipment | This package is intended to procure PA system, wall fan and projector. Payment (US\$3,800.00) will be drawn from the budget line Small tools, equipment & Household materials. |
| 4 | IFB No. GBCA/RB/002/25 | Construction of School ED#5 | This package is intended to acquire the services of a firm to construct a school within ED#5. The total amount to construct the school is US\$179,000.00 , however the County Administration will make Payment of US\$67,500.00 for phase one of the project. It will be drawn from the budget line construction of school ED#5. |
| 5 | IFB No. GBCA/NCB/001/25 | Construction of Rally Road bridge | This package is intended to hire the services of a firm to construct rally road bridge. The total amount for the project is US\$90,000.00 . Payment (US\$90,000.00) from the budget line Rally road bridge construction. |
| 6 | IFB No. GBCA/RFQ/003/25 | Purchase of Uniform | This contract package is intended to acquire Uniform set for the Grand Bassa County Band team. US\$4,000.00 will be drawn from the budget line uniform and specialized clothing. |
| 7 | IFB No. GBCA/RFQ/004/25 | Air Conditioner Purchase | This contract package is intended to procure air conditioner 9000BTU, 12000BTU, 18000BTU, 24000BTU for the administrative building. US\$350.00 from the budget line Air Conditioner purchase. |

Prepared by: B. Anderson Date: 10/20/25
 Bradford B. Anderson
 Procurement Director


Approved by: [Signature] Date: 10/20/25
 Hon. Karyou Johnson
 Superintendent Chairman, Proc. Committee

[Signature]
 10/28/25

GRAND BASSA COUNTY ADMINISTRATION
Addendum PROCUREMENT PLAN NON-SBA (CORE-BUDGET)

Source of Funding: **GOL**
FY 2025

| | | | |
|----|-------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8 | IFB No. GBCA/RFQ/005/25 | Advert. & Publication Service | This Contract package is intended to hire the service of a firm to carryout advertising and publication for the county administration. Payment (US\$1,500.00) will be drawn from the budget line advert and publication. |
| 9 | IFB No. GBCA/RB/003/25 | Renovation of Edina School ED#1 | This package is intended to hire the service of a firm to carryout renovation works on the School building within the City of Edina, Electoral district #1. The total amount to carry out this renovation work is US\$50,000.00 . It will be drawn from the budget line Renovation of Edina School. |
| 10 | IFB No. GBCA/RFQ/006/25 | Renovation of Edina Court | This contract package is intended to hire the service of a firm to do renovation works on the Court within the City of Edina, Electoral district #1. The total amount to carry out this renovation is US\$25,000.00 . It will be drawn from the budget line Renovation of Edina Court. |
| 11 | IFB No. GBCA/RFQ/007/25 | Renovation of Court ED#5 | This contract package is intended to hire the service of a firm to carryout renovation works on the Court within Electoral district #5. The total amount to carry out renovation this renovation work is US\$10,000.00 , however the County Administration have allotted US\$5,000.00 for phase one of the project. It will be drawn from the budget line Repair & Maintenance Civil. |
| 12 | IFB No. GBCA/RFQ/008/25 | Renovation of Police Station ED#5 | This contract package is intended to hire the service of a firm to carryout renovation works on the Police Station within Electoral district #5. The total amount to carry out renovation this renovation work is US\$10,000.00 , however the County Administration have allotted US\$5,000.00 for phase one of the project. It will be drawn from the budget line Repair & Maintenance Civil. |
| 13 | IFB No. GBCA/RFQ/009/25 | Renovation of Statutory District Superintendent Resident ED#5 | This contract package is intended to hire the service of a firm to carry out renovation works on the Commissioner Resident within ED#5. Payment (US\$10,000.00) will be drawn from the budget line Statutory District Superintendent Resident renovation. |


 10/28/25

Prepared by: B. Anderson Date: 10/20/25
 Bradford B. Anderson
 Procurement Director


 Approved by: [Signature] Date: 10/20/25
 Hon. Karyou Johnson
 Superintendent Chairman, Proc. Committee