



REPUBLIC OF LIBERIA

PUBLIC PROCUREMENT & CONCESSIONS COMMISSION

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: www.ppcc.gov.lr EMAIL: info@ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/0978/25'

September 25, 2025

Hon. James Dorbor Jallah
COMMISSIONER-GENERAL
Liberia Revenue Authority
Monrovia, Liberia

Dear Hon. Jallah:

Subj: REQUEST FOR "NO OBJECTION" TO USE THE SOLE SOURCE METHOD OF PROCUREMENT TO AWARD CONTRACT TO MUSON GROUP FOR THE CONSTRUCTION OF PREFABRICATED FACILITIES; REQUEST FOR "NO OBJECTION" TO HIRE INDIVIDUAL CONSULTANT TO TRAIN CUSTOMS OFFICIALS IN TECHNICAL SECURITY MANEUVERS AND USE OF FIREARM EQUIPMENT; REQUEST FOR "NO OBJECTION" TO USE MANUAL PROCUREMENT PROCESS TO IMPLEMENT THE REPAIR AND MAINTENANCE ALUMINUM WORK AND REQUEST FOR "NO OBJECTION" TO USE THE REQUEST FOR QUOTATION (RFQ) METHOD OF PROCUREMENT FOR VEHICLE REPAIRS AND MAINTENANCE SERVICES.

We present our compliments and wish to acknowledge receipt of your communication dated August 19, 2025, which sought the approval of the Commission for the Liberia Revenue Authority (LRA) to use the sole source method of procurement to award contract to Muson Group for the construction of Prefabricated Facilities (the "Works") at an estimated cost of one million eight hundred ninety-two thousand five hundred ninety-four United States Dollars and eighty-eight Cents (US\$1,892,594.88); request for "no objection" to hire individual consultant to train Customs Officials in Technical Security Maneuvers and use of firearm equipment (the "Service"); request for "no objection" to use manual procurement process to implement the repair and maintenance aluminum work (the "Work") and request for "no objection" to use the Request For Quotation (RFQ) method of procurement for vehicle repairs and maintenance services (the "Service").

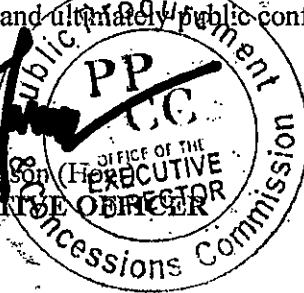
The Commission upon thorough review of your documentation submitted reveals LRA request was accompanied with adequate documentation and is in keeping with section 55 of the PPCA, 2010. Therefore, the Commission hereby grants an approval to the Liberia Revenue Authority to use the Sole Source method of procurement to award contract to Muson Group for the construction of Prefabricated Facilities ("the Works") at the above estimated cost.

Furthermore, the Commission hereby grant approval for the Liberia Revenue Authority to hire individual consultant to train Customs Officials in Technical Security Maneuvers and use of firearm equipment (the "Service"), to use manual procurement process to implement the repair and maintenance aluminum work (the "Work") and to use the Request For Quotation (RFQ) method of procurement for vehicle repairs and maintenance services.

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.

Sincerely yours

Bodger Scott John Son (H)
CHIEF EXECUTIVE OFFICER



Regulating Procurement Compliance for National Development



Commissioner General



LRA/JDJ/CG/0289-500/25/RL

August 19, 2025

Mr. Bodger Scott Johnson
Executive Director
Public Procurement and Concession Commission
Capitol Hill
Monrovia, Liberia

John Sambo
08/20/2025
Time: 10:57AM

Dear Mr. Johnson,

Submission of a Manual Procurement Plan and Request for "NO OBJECTION" for the Use of Sole Source Procurement Method

We write to submit a Procurement Plan requesting the use of the manual regime and a change of Procurement Method that was earlier approved for the Construction of Customs offices and Collector Residences in the Counties to Sole Source Procurement Method.

Facts

The LRA intends to construct prefabricated facilities to be used as Customs offices and collectors residences in the counties. For this year we intend to implement in two counties (Margibi & Lofa) at a total cost of \$1,892,594.88. Currently Muson Group is the only entity that imports prefabricated construction materials in the country. Therefore, we intend to contract them to construct these facilities for the LRA.

Secondly, The LRA wants to hire the services of an individual consultant to train Customs officials in Technical Security Maneuvers and use of firearm equipment to able them perform their duties at the various borders. This individual consultant has the expertise and was used by the Liberia National Police to train some officials previously.

Thirdly, The LRA is requesting the use of the manual regime to implement the procurement activity (repair and maintenance aluminum work) up to date there is no vendor on the PPCC platform that is registered for this line of activity and this is causing serious delay in implement this activity.

Lastly, during the implementation of the procurement activity (Repair & Maintenance Vehicles) only one lot was bided for by the most responsive bidder therefore we are requesting the use of RFQ procurement method to temporally service the vehicles that were not bided while we retender the other lots.



0888-572-572
0770-572-572



www.lra.gov.lh
info@lra.gov.lh



ELWA Junction,
Paynesville, Liberia



Procurement Plan
Source of Funding: MEDTECH



Fiscal Year: 2025

August 6, 2025

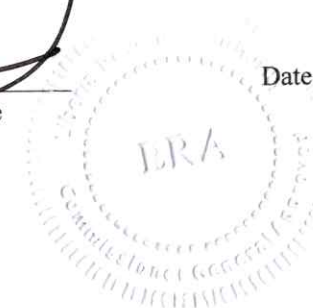
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/Drawings	Prep. of Bid Document	PC Approval-Bid Doc./Tech. Specs.	Bid 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. LRA/MED/SS/015/2025	Construction of Customs offices and Collector Residences	F4100	1 Firm	\$ 1,892,549.88	SS	8/18/2025	8/25/2025	9/1/2025	9/8/2025	9/15/2025	9/22/2025	9/29/2025	10/6/2025	N/A	12/2/2025	12/31/2025
Update																		
Act.																		
Planned	2	IFB No. LRA/Rfq/01-2/2025	Vehicle repair & Maintenance	G4730	1 Firm	\$ 10,000.00	RFQ	8/18/2025	8/25/2025	9/1/2025	9/8/2025	9/15/2025	9/22/2025	9/29/2025	10/6/2025	N/A	12/2/2025	12/31/2025
Update																		
Act.																		
Planned	2	IFB No. LRA/Rfq/01-1/2025	Repair and Maintenance Aluminum work	F4100	1 Firm	\$ 30,000.00	RFQ	8/18/2025	8/25/2025	9/1/2025	9/8/2025	9/15/2025	9/22/2025	9/29/2025	10/6/2025	N/A	12/2/2025	12/31/2025
Update																		
Act.																		
		Total				\$ 1,932,549.88												

Prepared By: Lovetta W. J. Williams
Manager/Procurement Section

Approved: James Dorbor Jallah
Head of Procurement Committee

Date: 19 Aug 2025

[Signature]
09/25/25



56B

Procurement Plan

Item	Contract Package	Description
1	Contruction of Customs offices and Collector Residences	The LRA intend to construct Pre-fabricated Customs facilities in two counties Montserrado and Lofa. This contract package will be Sole Source to Muson Group who is the only vendor that is into the business of pre-fabricated housing facilities In accordance with Section 55 1(a) of the PPC Act 2010, the Sole Source Procurement Method will be used for this contract package.
2	Vehicle repair & Maintenance	The LRA will hire garages to provide repair and maintenance services of vehicles using RFQ, from the budgetline Repair & Maintenance Vehicle
3	Repair and Maintenance Aluminum work	The LRA will do repair and maintenance of aluminum work within its facilities using RFQ, Repair and Maintenance civil works. Please note that we have checked on the EGP system but can not find any vendor registered for this procurement package.

Handwritten signature
09/25/25



Handwritten signatures and initials
SGB
MA
JB



Procurement Plan (Consultancy)

Source of Funding: Government of Liberia-National Budget

Fiscal Year: 2025



August 6, 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 Activity Code	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT
Planned	1	RFP No. LRA/MED/SB A/SS/001/2025	Technical Security Consultancy	M7490	1 Individual	\$12,500.00	SSS	8/19/2025	8/26/2025	9/2/2025	9/9/2025	9/16/2025	9/23/2025	9/30/2025	10/7/2025	10/14/2025	10/21/2025	10/28/2025	11/4/2025	12/31/2025
Update																				
Act.																				
			Grand Total			\$12,500.00														

Prepared By: Lovetta W.J. Williams
Manager/Procurement Section

Approved: James Dorbor Jallah
Head of Procurement Committee

Date: 19 Aug 2025

[Handwritten signature]
09/25/25



[Handwritten initials]
SGB

Revised Budget Notes to Procurement Plan		
Item	Contract Package	Description
1	Technical Security Consultancy	The LRA will hire the services of a Security consultant to provide security training for Customs officials The contract package will be funded from the MEDTECH funding using Sole Source Selection as per section 551(e) of the PPC Act 2010.

Handwritten signature
09/25/25



Handwritten signature SGB
UN
B