



REPUBLIC OF LIBERIA  
**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA  
WEBSITE: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) EMAIL: [Info@ppcc.gov.lr](mailto:Info@ppcc.gov.lr) PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0986/25'**

September 22, 2025

Clr. Neto Zarzar Lighe, Sr.  
**COMMISSIONER**  
Liberia Maritime Authority  
Oldest Congo Town  
Republic of Liberia

Dear Hon. Lighe:

Subj: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (8<sup>TH</sup> GENERAL ASSEMBLY OF THE ASSOCIATION OF AFRICAN MARITIME ADMINISTRATION-AAMA) 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 Liberia Maritime Authority (LiMA) Special Project Procurement Plan. Following a thorough review, the Commission approves the Liberia Maritime Authority's special project procurement plan for Fiscal Year 2025, in accordance with Section 40(3) of the Public Procurement and Concessions Act, 2010. The Commission further informs the LiMA 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.

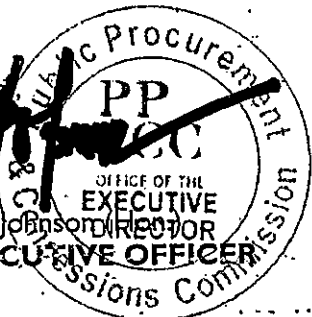
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states that **"each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes 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. 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 strive to achieve transparency, accountability, fairness, equality, and public confidence in our procurement and concession processes.

Sincerely yours,

  
Bodge Scott Johnson, Director  
**CHIEF EXECUTIVE OFFICER**





## Liberia Maritime Authority

P.O. BOX 10-9042  
1000 MONROVIA, 10 LIBERIA  
1948 Maritime Drive  
Congo Town



LIMA/COM/NZL/L-0231/'25

September 10, 2025

Hon. Bodger Scott Johnson  
Executive Director  
Public Procurement & Concession Commission  
Capitol Hill, Executive Mansion Grounds  
Republic of Liberia

Dear Hon. Scott:

**Ref: SUBMISSION OF FISCAL YEAR 2025 SPECIAL PROCUREMENT PLAN**

I Present my Compliments and through this medium write to submit to your honorable office the Liberia Maritime Authority (LiMA) special Procurement plan for the upcoming 8<sup>th</sup> General Assembly of the Association of African Maritime Administration (AAMA) Conference for FY 2025 in accordance with section 40(2), (3) of the Public Procurement and Concession Act (PPCA), 2010.

Please accept sentiments of our highest esteem.

Kind regards

Yours truly,


*[Signature]*  
Cllr. Neta Zarzar Lighe, S.  
Commissioner/CEO



*John Suro*  
*09/11/2025*  
*TIME: 2:12PM*

**Liberia Maritime Authority**  
**Special Project Procurement Plan (SBA)**  
**Source of Funding: Internally Generated Revenue**  
**FY2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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. LiMA/SBA/SS/01/25	Petroleum Products	G-4661	4,341 gal @usd 4.00	17,364.00	SS	9/4/25	9/8/2025	9/12/2024	N/A	N/A	N/A	N/A	9/22/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO. LiMA/SBA/SS/02/25	Vehicle Rental and Lease	N4922	1 Firm	37,500.00	SS	9/4/2025	9/8/2025	9/12/2025	N/A	N/A	N/A	N/A	9/22/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO. LiMA/SBA/SS/03/25	Printing and Binding	C1812	1 Firm	\$43,812.00	SS	9/4/2025	9/8/2025	9/12/2025	N/A	N/A	N/A	N/A	9/22/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB NO. LiMA/SBA/SS/04/25	Vehicles Repair and Maintenance	G4520	1 Firm	\$3,500.00	SS	9/4/2025	9/8/2025	9/12/2025	N/A	N/A	N/A	N/A	9/22/2025	N/A	12/16/2025	12/31/2025	
<b>Sub-Total:</b>						<b>\$ 102,176.00</b>													

Prepared by:   
**Mandela Mangull Porson**  
**Procurement Director**

  
 09/22/25

Approved by:   
**Neto Zarzar Lige, Sr.**  
**Commissioner/Chairman Procurement Committee**

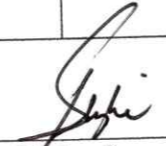

Date: Sept 10, 2025

**Liberia Maritime Authority**  
**Special Project Procurement Plan (SBA)**  
**Source of Funding: Internally Generated Revenue**  
**FY 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES										
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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	5	IFB NO. LiMA/SBA/S/005/25	Laptop Computers	G-4741	2pcs	2,950.00	SS	9/4/2025	9/8/2025	9/12/2025	N/A	N/A	N/A	N/A	9/22/2025	N/A	12/16/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	6	IFB NO. LiMA/SBA/S/006/25	Heavy duty Printer	G-4761	2Pcs	3,600.00	SS	9/4/2025	9/8/2025	9/12/2025	N/A	N/A	N/A	N/A	9/22/2025	N/A	12/16/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	7	IFB NO. LiMA/SBA/R FQ/001/25	Internet Connectivity	J6120	Firm	5,897.64	RFQ	9/4/2025	9/8/2025	9/12/2025	9/15/2025	9/22/2025	9/24/2025	N/A	9/26/2025	N/A	12/16/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	8	IFB NO. LiMA/SBA/R FQ/002/25	Android Tablet	G-4741	2Pcs	\$ 450.00 \$12,897.64	RFQ	9/4/2025	9/8/2025	9/12/2025	9/15/25	9/22/25	9/24/25	N/A	9/26/2025	N/A	12/16/2025	12/31/2025
UPDATE																		
ACTUAL																		
<b>SUB-TOTAL:</b>																		

Prepared by:   
**Mandela Mangull Porson**  
 Procurement Director

  
 09/22/25

Approved by:   
**Neto Zarzar Lighe, Sr.**  
 Commissioner/Chairman Procurement Committee

Date: Sept 10  
  
 Director

**Liberia Maritime Authority**  
**Special Project Procurement Plan (SBA)**  
**Source of Funding: Internally Generated Revenue**  
**January 2025- December 31, 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES											
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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	9	IFB NO. LiMA/SBA/SS/007/25	Event Catering	I5621	1 Firm	43,000.00	SS	9/4/2025	9/8/2025	9/12/2025	N/A	N/A	N/A	N/A	9/26/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	10	IFB NO. LiMA/SBA/RfQ/003/25	Janitorial Services	G-4659	1 Firm	1,200.00	RFQ	9/4/2025	9/8/2025	9/12/2025	9/15/2025	9/22/2025	9/24/2025	N/A	9/26/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB NO. LiMA/SBA/RfQ/004/25	Hall Rental	L6810	1 Firm	\$3,250.00	RFQ	9/4/2025	9/8/2025	9/12/2025	9/15/2025	9/22/2025	9/24/2025	N/A	9/26/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	12	IFB NO. LiMA/SBA/RB/001/25	Media and Publicity	M7310	Assorted	15,450.00	RB	08/25/2025	8/27/2025	8/29/2025	9/1/2025	9/22/2025	9/24/2025	9/26/2025	9/29/2025	N/A	12/16/2025	12/31/2025	
						<b>Sub Total:</b>													
						<b>Sub Total:</b>	\$ 62,900.00												
						<b>Sub Total:</b>	\$ 177,973.64												
<b>GRAND-TOTAL:</b>																			

Prepared by:   
**Mandela Mangull Porson**  
 Procurement Director

Approved by:   
**Neto Zarzar Lige, Sr.**  
 Commissioner/Chairman Procurement Committee

Date: Sept 2025  


  
 09/22/25

**Liberia Maritime Authority**  
**Special Project Procurement Plan (SBA)**  
**Explanatory Note**  
**FY 2025**

N0.	Contract Package Code	Contract Package	Content of contract Package
1	IFB N0. LiMA/SBA/SS/001/25	Petroleum Products	This Contract package is intended to be single sourced to (Family Line Energies) because they are our current supplier for Petroleum products (bulk fuel) supplier for the FY 2025.: <ul style="list-style-type: none"> <li>• Gasoline _____ 2,170.5 gallons</li> <li>• Fuel _____ 2,170.5 gallons</li> </ul>
2	IFB N0. LiMA/SBA/SS/002/25	Vehicle Rental and Lease	This Contract package is intended to be single sourced to (Metropolitan Service Incorporated, they are the current supplier that is under contract currently providing vehicle rental and lease service to the Liberia Maritime Authority for the FY 2025.
3	IFB N0. LiMA/SBA/SS/003/25	Printing and Binding	This Contract package is intended to be single sourced to (Aries Print & Publication) they are the supplier currently providing the Liberia Maritime Authority with printing and binding services for FY 2025. Some materials to be printed include banner, feather flag banner, crossover banner, flyers, brochures, stickers etc.
4	IFB N0. LiMA/SBA/SS/004/25	Vehicles Repair and Maintenance	This contract package is intended to be single sourced to Cerra Automotive because they are our current vendor for vehicle repairs and maintenance for FY 2025.
5	IFB N0. LiMA/SBA/SS/005/25	Laptop Computers	This contract package is intended to be single sourced to K-Kartik Stationery because they are the current supplier for Computer & Accessories to the Liberia Maritime Authority for the FY 2025.
6	IFB N0. LiMA/SBA/SS/006/25	Heavy duty Printer	This contract package is intended to single source to K-Kartik Stationery because they are the current supplier for Computer & Accessories to the Liberia Maritime Authority for FY 2025.
7	IFB N0. LiMA/SBA/RFQ/001/25	Internet Connectivity	This contract package is intended to hire a firm to provide internet services for the upcoming AAMA conference.
8	IFB N0. LiMA/SBA/RFQ/002/25	Android Tablet	This contract package is intended to have a firm provide the android tablets for the upcoming conference.
9	IFB N0. LiMA/SBA/SS/007/25	Event Catering	The contract package is intended to single source to Solie Enterprise, the firm currently providing catering service to the Liberia Maritime Authority for FY 2025.
10	IFB N0. LiMA/SBA/RFQ/003/25	Janitorial Services	This Contract Package is intended to hire a firm to provide janitorial services at the upcoming Maritime program.
11	IFB N0. LiMA/SBA/RFQ/004/25	Hall Rental	This contract package is intended to hire a firm to provide hall rental services to include PA system for the upcoming Maritime AAMA conference.
12	IFB N0. LiMA/SBA/RB/001/25	Media and Publicity	This contract package is intended for media publicity for the upcoming Maritime conference.

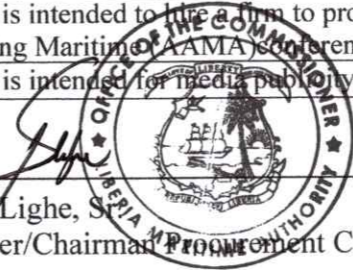
Prepared by: \_\_\_\_\_

Mandela Mangull Porson  
Procurement Director

*[Handwritten Signature]*  
09/22/25

Approved by: \_\_\_\_\_

Neto Zarzar Lighe, Sr.  
Commissioner/Chairman Procurement Committee



Date: \_\_\_\_\_

