



Commissioner General



LRA/JDJ/CG/0407-0500/25/RL

December 10, 2025

Honorable Bodger Scott Johnson
Executive Director/Chief Executive Officer
Public Procurement and Concession Commission
Capitol Hill
Monrovia, Liberia

Dear Honorable Johnson,

Request for "No Objection" to Use Sole Source Procurement Method

The Liberia Revenue Authority presents its compliments and respectfully requests your approval to utilize the Sole Source procurement method for the procurement of five additional vehicles from United Motor Company, at a total cost of US\$212,000.00.

This procurement is necessary to facilitate ongoing LRA operations and will be funded through the existing MEDTECH funding source, which was also used for the prior vehicle contract with the same supplier. The request is made in accordance with Section 55(1)(b) of the PPCCA.

Attached for your review is the detailed invoice outlining the quantity and cost.

My office trusts this request will receive your timely consideration and approval to ensure the uninterrupted operation of the LRA.

Yours respectfully,

James Dorbor Jallah
Commissioner General/CEO

John Samu
Dec 10/2025
TIME 2:14pm





Adedum Procurement Plan
Source of Funding: MEDTECH

Fiscal Year: 2025



December 1, 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/P ublic 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 /007/2025	Procurement of Vehicles	G4510	5	\$ 212,000.00	SS	05/12/2025	07/12/2025	10/12/2025	12/12/2025	14/12/2025	16/12/2025	18/12/2025	21/12/2025	N/A	29/12/2025	31/12/2025
Update																		
Act.																		
		Total				\$ 212,000.00												

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

Approved: James Dorbor Jallah
Head of Procurement Committee

Date: 10 Dec 2025

12/18/25



56B
14
80B

Procurement Plan

Item	Contract Package	Description
1	Procurement of Vehicles	The LRA intend to procure 5 units of vehicles from United Motors, for it staff at the amount of \$212,000.00. In accordance with Section 55 1(d) of the PPC Act 2010, the Sole Source Procurement Method will be used for this contract package.

[Signature]
12/18/25



SGB

[Signature]