



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/1152/25

November 11, 2025

Hon. Whroway Byrant
SUPERINTENDENT
Ministry of Internal Affairs (Montserrado County Administration)
Republic of Liberia

Dear Hon. Wroway:

Subject: RECEIPT AND APPROVAL OF THE MINISTRY OF INTERNAL AFFAIRS
(MONTESSERRADO COUNTY ADMINISTRATION) SPECIAL PROJECT
PROCUREMENT PLAN FOR FISCAL YEAR 2025

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Internal Affairs (Montserrado County Administration) submission of its Special Project Procurement Plan. The Commission, upon review of your document, approves the Montserrado County Administration Special Project Procurement Plan for Fiscal Year 2025 in accordance with Sections 40 (3) the PPCA, 2010, and informs the Montserrado County Administration that this 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 Plans.

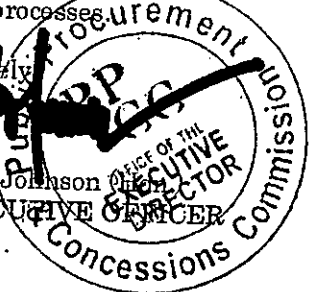
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. 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.

Yours Sincerely,

Bodger Scott Johnson
CHIEF EXECUTIVE OFFICER



Regulating Procurement Compliance for National Development



Republic of Liberia
MINISTRY OF INTERNAL AFFAIRS
Montserrado County



Office of the Supreintendent

November 3, 2025

Hon. Bodger Scott Johnson
Executive Director
Public Procurement and Concession Commission (PPCC)
Capitol Hill
Monrovia, Liberia

Dear Hon. Johnson:

I am pleased to present compliment and to submit to you Montserrado County Administrative procurement plans for fiscal year 2025 for your approval in compliance with section forty (40) of the public procurement & concessions Act (PPCC), as amended and restated in 2010.

Moreover, we kindly request your honorable office to grant us two weeks reduction in lead time for our Restrictive Bidding (RB) and National Competitive Bidding (NCB) procurement packages to enable us implement in time.

Thanks for your understanding as we work together to ensure compliance and achievement of the value for money in public expenditures.

Please find below the Montserrado County Procurement Committee and the Procurement Unit.

Procurement Committee

- | | | | |
|----|---------------------------|----------------------------|----------|
| 1. | Hon. Whroway Byrant | Superintendent | Chairman |
| 2. | Hon. Giftee Sandra Faikai | County Finance Officer | Co Chair |
| 3. | Hon. Lucia Tarpleh | County Development Officer | Member |
| 4. | Mr. Stephen Goba | County Council | Member |
| 5. | Hon. Sylvester Lama | County Admin Officer | Member |

Procurement Unit

- | | | | |
|----|-----------------------|---------------------|------|
| 1. | Mrs. Hellen Kaidii | Procurement Officer | Head |
| 2. | Mr. Abraham Flomo | IT Officer | |
| 3. | Kebbeh Lovetee Miller | Expeditior | |

With kind sentiments and best wishes, I remain,

Sincerely Yours,


Whroway Byrant (Hon.)
Superintendent Montserrado County



OFFICE
Bentol City
Liberia, West Africa

Cell#: +231 (0) 880767794
Cell#: +231 (0) 777055160
Email: musabryant4@gmail.com

MINISTRY OF INTERNAL AFFAIRS/MONTERRADO COUNTY ADMINISTRATION
SPECIAL PROJECT PROCUREMENT PLAN (SBA BUDGET)
Source of Funding: COUNTY DEVELOPMENT FUND (CDF)
Fiscal year: 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	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	4	IFBNO#:Mont/SP/NCB/002/25	Construction of Market	F-4100	2 Building	45,000.00	RB	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	5	IFBNO#:Mont/SP/NCB/002/25	Construction of water Station	F-4100	1 firm	51,000.00	NCB	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	6	IFBNO#:Mont/SP/RFQ/004/25	Construction of Latrine & Reservoir	F-4100	1 Firm	12,000.00	RFQ	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
SUB TOTAL						108,000.00												

Prepared by: H. Kiadii
Hellen Kiadii
 Procurement Officer

[Signature]
 19/10/25

[Signature]
 Approved by:
Hon. Whroway Bryant
 Head of Entity/Chairman Proc. C'mttee

[Signature]
Hon. Whroway Bryant
 Head of Entity/Chairman Proc. C'mttee

Date: Nov 4, 2025

MINISTRY OF INTERNAL AFFAIRS/MONTERRADO COUNTY ADMINISTRATION
SPECIAL PROJECT PROCUREMENT PLAN (SBA BUDGET)
Source of Funding: COUNTY DEVELOPMENT FUND (CDF)
Fiscal year: 2025

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PLANNED	1	IFBNo#:Mont/SP/RB/001/25	Petroleum Product(Diesel & Gasoline)	G-4661	2,248gal @4.00	8,992.00	RB	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	2	IFB#:Mont/SP/RFQ/001/25	County Sport Meet	G4771	1 Firm	50,000.00	NCB	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/01/2025	N/A	12/02/2025	12/02/2025
UPDATE																		
ACTUAL																		
PLANNED	3	IFB#:Mont/SP/RFQ/002/25	Construction of Bridge	F4210	1 Firm	20,000.00	RFQ	10/6/2025	10/8/2025	10/10/2025	11/5/2025	11/12/2025	11/19/2025	11/26/2025	11/28/2025	N/A	11/28/2025	11/28/2025
UPDATE																		
ACTUAL																		
SUB TOTAL						\$78,992.00												

Prepared by: H. Kiadii
Hellen Kiadii
 Procurement Officer

[Signature]
 11/10/25

[Signature]


Approved by: *[Signature]*
Hon. Whroway Bryant
 Head of Entity/Chairman Proc. Committee



Date: Nov 4, 2025

MINISTRY OF INTERNAL AFFAIRS/MONTERRADO COUNTY ADMINISTRATION
SPECIAL PROJECT PROCUREMENT PLAN (SBA BUDGET)
Source of Funding: COUNTY DEVELOPMENT FUND (CDF)
Fiscal year: 2025

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PLANNED	7	IFBNO#:Mont/SP/Rfq/005/25	Construction of Public Latrines	F-4100	1 firm	15,000.00	RFQ	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	8	IFBNO#:Mont/SP/Rfq/006/25	Midwifery Station Extension	F-4100	1 Firm	10,450.00	RFQ	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	9	IFBNO#:Mont/SP/Rfq/007/25	Rehabilitation of Health Center (D-13&17)	F-4100	1 Firm	24,200.00	RFQ	10/6/2025	10/10/2025	10/22/2025	11/5/2025	11/19/2025	11/25/2025	11/28/2025	12/9/2025	N/A	12/19/2025	12/31/2025
UPDATE																		
ACTUAL																		
SUB TOTAL						USD\$ 49,650.00												

Prepared by: H. Kiadii
Hellen Kiadii
Procurement Officer

[Signature]
11/10/25

[Signature]
Procurement Commission
PPCC
Office of the Executive Director
& Concessions

Approved by: *[Signature]*
Hon. Whroway Bryant
Head of Entity/Chairman Proc. C'mttee



Date: Nov 4, 2025

MINISTRY OF INTERNAL AFFAIRS/MONTSERRADO COUNTY ADMINISTRATION
SPECIAL PROJECT PROCUREMENT PLAN (\$BA BUDGET)
Source of Funding: COUNTY DEVELOPMENT FUND (CDF)
Fiscal year: 2025

[illegible]

Prepared by:

H. Kiadū

Hellen Kiadii
Procurement Officer

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Approved by:

Signature: Adrian Zeman

Hon. Whroway Bryant
Head of Entity/Chairman Proc. C'mttee

Date:

: Nov 9, 2025

MINISTRY OF INTERNAL AFFAIRS/MONTERRADO COUNTY ADMINISTRATION
SPECIAL PROJECT PROCUREMENT PLAN (SBA)
Source of Funding: COUNTY DEVELOPMENT FUND (CDF)
Fiscal year: 2025

Item No	Contract Package Code	Contract Package	Content of Contract Package
1	IFBNo#:Mont/SP/ RB/001/25	Petroleum Product (Diesel & Gasoline)	This contract package is funded from the budget line Petroleum Product, which is intended for procuring gasoline and diesel for officials, employees' bus, and generator for the running of the county.
2	IFB#:Mont/SP/ RFQ/001/25	County Sport Meet	The contract package is funded from the budget line County Sports Meet , which is intended for procure sporting materials for the national county sport meet including: boots, jersey, balls, etc...
3	IFB#:Mont/SP/RFQ/002/25	Construction of Bridge	This contract package is funded from the budget line District -1 , which is intended to construct a bridge for the people of Todee in district 1 Montserrado County.
4	IFBNO#:Mont/SP/NCB/001/25	Construction of Market	This contract package is funded from the budget line District -2 , which is intended to construct market in Amagarshe market district 2, Montserrado County and District-4 in the Sahra community district -4, Montserrado County. It will be done into lots during the bidding pro
5	IFBNO#:Mont/SP/ NCB/002/25	Construction of water Station	The contract package is funded from the budget line District -7 , which is intended to construct Water Project in district 5, 7 and 15 , in Montserrado County.
6	IFBNO#:Mont/SP/RFQ/004/25	Construction of Latrine & Reservoir	This contract package is funded from the budget line District -8 , which is intended to construct latrine and Water Reservoir in district 8, Montserrado County.
7	IFBNO#:Mont/SP/RFQ/005/25	Construction of Public Latrines	This contract package is funded from the budget line District -9 which is intended to construct 9 compartment public latrines in both 16 th & 17 th streets and Ice Camp community district -9, Montserrado County.

Prepared By: _____

Hellen Kiadii
Procurement Officer

[Signature]
11/10/25

Approved: _____

Hon: **Whroway Bryant**
Head of Entity/Chairman Proc. C'mttee

Date: Nov 4, 2025



MINISTRY OF INTERNAL AFFAIRS/MONTERRADO COUNTY ADMINISTRATION
SPECIAL PROJECT PROCUREMENT PLAN (SBA)
Source of Funding: COUNTY DEVELOPMENT FUND (CDF)
Fiscal year: 2025

Item No	Contract Package Code	Contract Package	Content of Contract Package
8.	IFBNO#:Mont/SP/RFQ/006/25	Midwifery Station Extension	This contract package is funded from the budget line District-12 , which is intended to extend the midwifery station Extension in Stephen Tolbert Estate community district 12, Montserrado County.
9.	IFBNO#:Mont/SP/RFQ/007/25	Rehabilitation of Health Center (D-13& 17)	This contract package is funded from the budget line District-13 , which is intended for Rehabilitation of Chocolate City Health Center in district 13, Montserrado County.
10.	IFBNO#:Mont/SP/RFQ/008/25	Rehabilitation of Road(D-17)	This contract package is funded from the budget line District-17 , which is intended for renovation at the Gbodohne Health Center, and Rehabilitation of both Ricks and Delima road in District 17, Monsterrado County.
11.	IFBNO#:Mont/SP/RFQ/019/25	Rehabilitation of Administrative Buildings	This contract package is funded from the budget line Rehabilitation of Administrative Buildings in Cheesemanburg and Tubmanville Townships in Montserrado County
12		SUPPORT TO MONTERRADO GOVERNOR COUNCIL	The Montserrado County Administration will donate US\$5,000 as its support to Montserrado Governor Council.

Prepared By: H. Kiadii

Hellen Kiadii
Procurement Officer

[Signature]
11/10/25



Approved: *[Signature]*
Hon: **Whroway Bryant**
Head of Entity/Chairman Proc. C'mttee



Date: Nov 4, 2025