



Office of the MINISTER

REPUBLIC OF LIBERIA
MINISTRY OF COMMERCE & INDUSTRY
MONROVIA



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Ref: MCI/MED-M/0409/'2025

September 23, 2025

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

Dear Hon. Johnson:

Re: Approval of Non-SBA, SBA Procurement Plan & Special Project Procurement Plan 2025 for Monrovia Industrial Park (MIP)

Accept my profound compliments. I wish to inform you that the Ministry of Commerce and Industry is herewith submitting the Special Project Procurement Plan for FY 2025 for your review and approval. We also respectfully request a reduction in lead times to facilitate timely implementation of this project.

In accordance with Section 55(1) of the Amended and Restated Public Procurement and Concessions Act of 2010, the Ministry requests the Commission's *No Objection* to sole-source the following companies: **Petro Trade and Tangerine Solution Inc.** This request is made in line with the competitive bidding process already carried out for the said lots under the FY 2025 approved Procurement Plan.

Additionally, the Ministry seeks approval to sole-source the **Paynesville City Corporation** for garbage removal and disposal services at the Monrovia Industrial Park premises. Procuring from these single-source vendors is necessary at this time to expedite the acquisition process and ensure the smooth operation of the MIP.

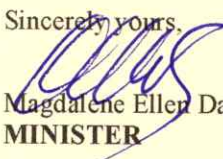
In furtherance of compliance with the PPCC Act, the Ministry is therefore seeking the Commission's approval of the **Special Project Procurement Plan for the Monrovia Industrial Park (MIP)**.

For your consideration, please find attached the following documents:

- Procurement Plan
- Budget
- Explanatory Notes

We thank you for your usual cooperation and timely consideration.

Sincerely yours,


Magdalene Ellen Dagoseh
MINISTER


09/24/2025
TIME 10:49AM



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/1126/25'**

October 30, 2025

Hon. Magdalene Ellen Dagoseh

MINISTER

Ministry of Commerce & Industry
EJS Ministerial Complex
Oldest Congo Town
Republic of Liberia

Dear Hon. Dagoseh:

Subj: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (MONROVIA INDUSTRIAL PARK-MIP)
PROCUREMENT PLAN AND NO OBJECTION TO SOLE SOURCE PETRO TRADE FOR THE
SUPPLY OF PETROLEUM PRODUCT, PAYNESVILLE CITY CORPORATION FOR THE
COLLECTION OF WASTE, AND PLANET-PC FOR THE SUPPLY OF FURNITURE FOR THE
FISCAL YEAR 2025**

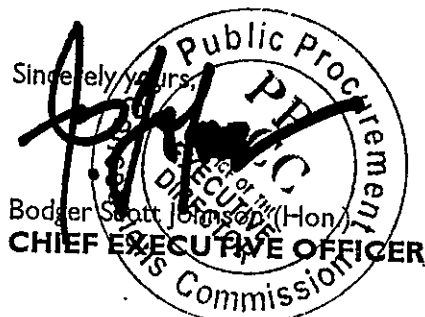
We present our compliments and wish to acknowledge receipt of your communication, which sought the approval of the Commission for the Ministry of Commerce and Industry (MOCI) Special Project (Monrovia Industrial Park) special project Procurement Plan and request for No Objection as indicated above. Following a thorough review, the Commission approves the Ministry's special project procurement plan for Fiscal Year 2025, in accordance with **Section 40(3)**, and requests to sole source consistent with **Section 55 (1)** of the Public Procurement and Concessions Act, 2010. The Commission further informs the Ministry 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 further advised that the Ministry negotiate the Paynesville City Corporation's quotation before the awarding of the contract for garbage collection services, considering that the engagement constitutes a government-to-government arrangement.

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,


Bodger Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER

Regulating Procurement Compliance for National Development

MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (NON-SBA)
Source of Funding: GOL
Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	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	REMARKS
PLANNED	1	IFB NO.MOCI/PROJ/MIP/NCB/001/2025	Construction of Building	1 Firm	F-4100	\$217,500USD	NCB	09/15/2025	09/19/2025	09/25/2025	09/26/2025	10/27/2025	11/03/2025	11/07/2025	11/14/2025	N/A	11/21/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO.MOCI/PROJ/MIP/SS/001/2025	Garbage Removal	1 Firm	N-8110	\$20,000	SS	09/15/2025	09/19/2025	09/25/2025	N/A	N/A	N/A	N/A	11/14/2025	N/A	10/19/2025	12/31/2025	
SUB TOTAL						\$ 237,500US													

Prepared by: _____

Lanfia M. Waritay
Procurement Director/ Manager

Bill
10/29/25

Approved by: _____

Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee



Date: 09/23/25

MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (NON-SBA)
Source of Funding: GOL
Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	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	REMARKS
PLANNED	3	IFB NO.MOCI/PROJ/MIP/RFQ/001/2025	Construction of concrete/ Razor Wire	1Firm	C-1811	\$15,000USD	RFQ	09/15/2025	09/19/2025	09/25/2025	09/25/2025	10/02/2025	10/03/2025	10/08/2025	10/15/2025	N/A	10/19/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB NO.MOCI/PROJ/MIP/RFQ/002/2025	Printing (Sign Board)	3pce	C-1812	\$7,000.00	RFQ	09/15/2025	09/19/2025	09/25/2025	09/25/2025	10/02/2025	10/03/2025	10/08/2025	10/15/2025	N/A	10/19/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB NO.MOCI/PROJ/MIP/RFQ003/2025	Renovation of MIP Office	1 Building	F-4100	\$30,000.00	RFQ	09/15/2025	09/19/2025	09/25/2025	09/25/2025	10/02/2025	10/03/2025	10/08/2025	10/15/2025	N/A	10/19/2025	12/31/2025	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 52,000USD													

Prepared by: Lanfia M. Wantay
Procurement Director/ Manager

Approved by: Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee

Date: 09/23/25

MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (NON-SBA)
Source of Funding: GOL
Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	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	REMARKS
PLANNED	6	IFB NO.MOCI/PROJ/MIP/RFQ/004/2025	Equipment & Supplies	Assorted	C-3312	\$10,000	RFQ	09/15/2025	09/19/2025	09/25/2025	09/25/2025	10/02/2025	10/03/2025	10/08/2025	10/15/2025	N/A	10/19/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB NO.MOCI/PROJ/MIP/SS/002/2025	Furniture	Assorted	G4659	\$20,000US	SS	09/15/2025	09/19/2025	09/25/2025	N/A	N/A	N/A	N/A	11/14/2025	N/A	11/21/2025	12/31/2025	
UPDATE																			
ACTUAL																			
SUBTOTAL						\$30,000.00													
GRAND TOTAL						\$319,500USD													

Prepared by: Lanfia M. Waritay
Procurement Director/ Manager

Approved by: Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee

Date: 09/23/25



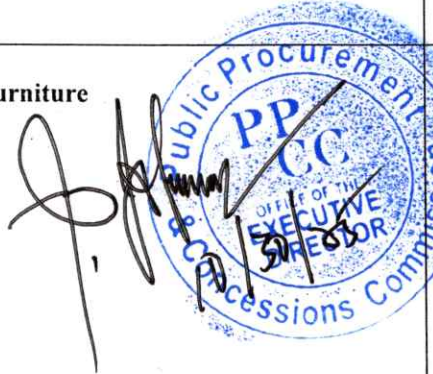
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10/29/25



MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (NON- SBA)
EXPLANATORY NOTES
FISCAL YEAR- 2025

ITEM NO:	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTRACT PACKAGE DESCRIPTION
1	IFB NO.MOCI/PROJ/MIP/NCB/001/2025	Construction of Building 	This contract package is funded from the budget Construction of MIP Office Building , Construction of Security Booth & Construction of Major Gate which is intended to be used for the Construction within the Monrovia Industrial Park. Breakdown • Construction of Building -----\$120,000USD • Construction of Security Booth ----- \$42,500USD • Construction of Major Gate----- \$55,000USD • Office Equipment and Supplies ----- \$10,000USD • Furniture ----- \$20,000USD
2	IFB NO.MOCI/PROJ/MIP/SS/001/2025	Garbage Removal	This contract package is funded from the budget Garbage Removal which is intended to clean the garbage at the Monrovia Industrial Park , and the Ministry Decided to Sole Source Paynesville City Corporation because they has the Capacity to carry out the task.
3	IFB NO.MOCI/PROJ/MIP/RFQ/001/2025	Construction of Concrete Wall / Razo Wire	This contract package is funded from the budget Construction of Concrete Wall that is intended to protect the promises of the Monrovia industrial Park for Criminal etc.
4	IFB NO.MOCI/PROJ/MIP/RFQ/002/2025	Printing (Sign Board)	This contract package is funded from the budget Printing (Sign Board)that is intended to erect sign board with visibility, branding and wayfinding at the front, Size and Back for the Promises of MIP.
5	IFB NO.MOCI/PROJ/MIP/RFQ003/2025	Renovation of MIP Office	This contract package is funded from the budget Renovation of MIP Office that is intended to renovate the existing Ministry Building that is current hosting the Monrovia Industrial Park Staffs.



6	IFB NO.MOCI/PROJ/MIP/RFQ//004/2025	Equipment & Supplies	This contract package is funded from the budget Construction of MIP Office Building and Furnishing of offices, which is intended to purchase some equipment materials for the MIP Building. Breakdown • Construction of Building ----- \$120,000USD • Office Equipment and Supplies ----- \$10,000USD • Furniture ----- \$20,000USD
7	IFB NO.MOCI/PROJ/MIP/SS/002/2025	Furniture 	This contract package is funded from the budget Construction of MIP Office Building and Furnishing of offices, which is intended to purchase some Furniture materials for the MIP Building. Please note that the procurement unit Carryout competitive Bidding process within the core budget, after the competitive process was conducted, Planet –PC was the most responsive bidder. Breakdown • Construction of Building ----- \$120,000USD • Office Equipment and Supplies ----- \$10,000USD • Furniture ----- \$20,000USD

Prepared by: _____
 Lanfia M. Waritay
 Procurement Director/ Manager

Approved by: _____
 Hon. Magdalene Ellen Dagoseh
 Head of Entity/Chairman Proc. Committee

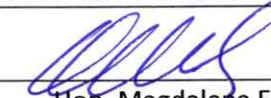
Date: 09/23/25


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MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (SBA)
EXPLANATORY NOTES
FISCAL YEAR- 2025

ITEM NO:	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTRACT PACKAGE DESCRIPTION
1	IFB NO.MOCI/PROJ/MIP/SBA/RB/SS/001/2025	Petroleum Products 	This contract package is funded from the budget Petroleum Product which is intended to Purchase petroleum products for the Ministry through the Monrovia Industrial Park. Pleased be aware that this Ministry carryout conperative bidding within the core budget and Petro Trade was that most responsive and their performing excellently, so in this light, we are entity have decided to Sole Source said entity.
2	NO.MOCI/PROJ/MIP/SBA/RB/001/2025	Security Services	This contract package is funded from the budget line Security Services , this budget package is there to hire a professional security firm to protect the Promises of the Monrovia industrial Park.

Prepared by: 
Lanfia M. Waritay
Procurement Director/ Manager

Approved by: 
Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee

Date: 09/23/25


10/29/25



MINISTRY OF COMMERCE & INDUSTRY
CONSULTANCY PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (SBA)
Source of Funding: GOL
Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA					IMPLEMENTATION DATES												
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	REQUEST FOR EXPRESSION OF INTEREST, if applicable				REQUEST FOR PROPOSALS AND APPROVAL OF AWARD								COMPLETION (FINAL REPORT) AND PAYMENT
							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	
PLANNED	1	NO.MOC I/PROJ/ MIP/SBA /LCS/001/ 2025	Resurvey of MIP Land	Individual Consultant	\$ 44,000US	LCS	09/15/2025	09/19/2025	09/25/2025	09/26/2025	10/27/2025	11/03/2025	11/07/2025	11/14/2025	N/A	11/21/2025	12/31/2025	16/04/24	18/04/24
UPDATE																			
ACTUAL																			
SUB TOTAL					\$ 44,000US														
GRAND TOTAL					\$ 44,000US														

Prepared by: _____

Lanfia M. Waritay
Procurement Director/ Manager

[Signature]
10/29/25

Approved by: _____

Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee

Date: 09/23/25

MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (SBA)
EXPLANATORY NOTES
FISCAL YEAR- 2025

ITEM NO:	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTRACT PACKAGE DESCRIPTION
1	NO.MOCI/PROJ/MIP/SBA/LCS/001/2025	Resurvey of MIP Land	This contract package is funded from the budget line Resurvey of MIP Land ,this budget package is there to hire a professional individual surveyor to survey Two Hundred twenty acres of Land belonging to the Monrovia Industrial Park located in Gardnersville Japanese Freeway

Prepared by: _____
Lanfia M. Waritay
Procurement Director/ Manager

Bill H
10/29/25

Approved by: _____
Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee

Date: 09/23/25



MINISTRY OF COMMERCE & INDUSTRY
SPECIAL PROJECT PROCUREMENT PLAN- MONROVIA INDUSTRIAL PARK - MIP (SBA)
Source of Funding: GOL
Fiscal year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	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	REMARKS
PLANNED	1	IFB NO.MOCI/PROJ/MIP/SBA/SS/RB/001/2025	Petroleum Product	4,081@4.41	G4661	\$18,000	SS	09/15/2025	09/19/2025	09/25/2025	N/A	N/A	N/A	N/A	11/14/2025	N/A	11/21/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	2	NO.MOCI/PROJ/MIP/SBA/RB/001/2025	Security Services	1FIRM	N8010	\$ 28,800US	RB	09/15/2025	09/19/2025	09/25/2025	09/26/2025	10/27/2025	11/03/2025	11/07/2025	11/14/2025	N/A	12/31/2025	12/31/2025	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$46,800US													
GRAND TOTAL						\$46,800US													

Prepared by: _____

Lanfia M. Waritay
Procurement Director/ Manager

Approved by: _____

Hon. Magdalene Ellen Dagoseh
Head of Entity/Chairman Proc. Committee

Date: 04/23/25



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10/29/25

