



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/1096/25'

October 15, 2025

Hon. Ojay Godfavor Morris, Jr.
SUPERINTENDENT
Margibi County Administration
Monrovia, Liberia

Dear Hon. Morris:

Subj: **APPROVAL OF MARGIBI COUNTY ADMINISTRATION SBA PROJECT
PROCUREMENT PLAN FOR FISCAL YEAR 2025**

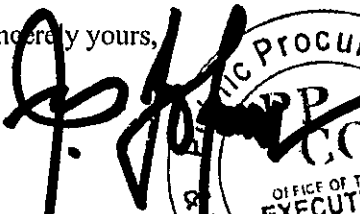
We present our compliments and wish to acknowledge receipt of your communication dated October 9, 2025, which sought the approval of the Commission for the Margibi County Administration SBA Project Procurement Plan for Fiscal Year 2025.

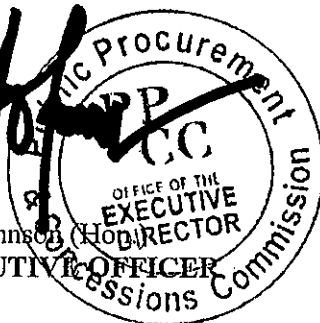
Following thorough review, the Commission hereby approves the Margibi County Administration SBA Project Procurement Plan for Fiscal Year 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs Margibi County Administration that its SBA Project Procurement Plan for 2025 will be duly forwarded 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 "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. However, 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.

Sincerely yours,


Bodge Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER





REPUBLIC OF LIBERIA
MINISTRY OF INTERNAL AFFAIRS
MARGIBI COUNTY



Office of the Superintendent

Hon. Bodger Scott Johnson
Executive Director
Public Procurement & Concessions Commission (PPCC)
Executive Mansion Grounds
Monrovia-Liberia

October 9, 2025

Dear Hon. Johnson:

Sir, I write to present my heartfelt compliments and write to submit the Procurement Plan of the Ministry of Internal Affairs, Margibi County Administration for the Fiscal Year 2025, for your approval in compliance with section Forty (Sec.40) of the Public Procurement and Concessions Act as it is amended and restated in 2010.

Moreover, we are requesting the commission to grant the Margibi County Administration "No Objection" to use the below method as stated in section 37 of the PPCA, in order to select the most responsive bidder, to Construct the Dolo town Health center for FY, 2025. The rest Listed items in the Procurement Plan are below the thresholds, giving rise to Request for Quotation (RFQ).

- National Competitive bidding - Dolo Town Health Center

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

Meanwhile, kindly regards, my very best wishes.

Kind regards.

Sincerely,

Hon. Ojay Godfavor Morris, Jr.
Superintendent, Margibi County

John Sams
10/10/2025
TIME 1:12pm



REPUBLIC OF LIBERIA
MINISTRY OF INTERNAL AFFAIRS
MARGIBI COUNTY



Office of the Superintendent

cell:+231-886-653642/+231-770-653-642/Email.comojpro50@gmail.com

MARGIBI COUNTY

EMERGENCY COUNCIL SITTING SEPTEMBER

RESOLUTION FROM THE COUNCIL

Whereas, the county Council of Margibi County in its emergency meeting on September 23, 2025 in the city of Kakata, Margibi County to review and approve the budget of the County and Social Development Funds.

Whereas, then County Council is constituted in accordance with the local Government Acts of 2018 to represent the citizens of Margibi County.

Whereas the county Council meet in an emergency sitting and resolved:

- ❖ That the amount of **Three Hundred Forty-Six Thousand (\$346,000.00 USD)** from the County and Social Development Fund for the Fiscal Year 2025 to be used for Development and Programs in the County

In testimony therefore, we have affixed our signature to this resolution as approval on this September 23, 2025

Please see attached the Budget.

Margibi County Council Leadership & Members

1. Chief Peter K.W. Barnyou
Signed: _____ 0886 652531
Chairman
2. Mrs. Esther J.S. Clake
Signed: _____ 0778 19 14
Co-Chair
3. Mr. Jeremiah Villiu
Signed: _____
Secretary
4. Mrs. Satta Dunor
Signed: _____ 0886 58 5164
Treasurer
5. Miss. Nancy Z. Harris
Signed: _____
Financial Secretary
6. Chief Musa Roger
Signed: _____ 0777 221980
Advisor
7. Mrs. Elizabeth Kokulo
Signed: _____
Member
8. Mr. Augustine Gbenelee
Signed: _____
Member
9. Mr. Edward Travis
Signed: _____ 0770 500 846
Member



REPUBLIC OF LIBERIA MINISTRY OF INTERNAL AFFAIRS MARGIBI COUNTY



Office of the Superintendent

July 2, 2025

List of Procurement Unit

Gotoe K. Jallah _____ Procurement Officer

Lydia Collins _____ Secretary

List of Procurement Committee

Samu Zarwea Togar _____ County Administrative Officer/ Head

Prince B. Kyne _____ Co- Chair

Gotoe K. Jallah _____ Secretary

Kolliablee Korvah _____ Member

Diana Jarka _____ Member

Sincerely,

Hon. Ojay Godfavor Morris, Jr.
Superintendent, Margibi County



Margibi County Administration
Project Procurement Plan (Project Budget)
Source of Funding: CDF
Fiscal year: January 1, 2025 – December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
ACTUAL	ITEM NO.	PACKAGE NUMBER (CODE)	BASIC DATA					IMPLEMENTATION DATES											
			CONTRACT PACKAGE	QTY	Activity Code	ESTIMATE D COST (USD)	PROCU REMEN T METHO D	TECHNICA L SPECS/BO Q/DRAWI NGS	PREP. OF BID DOCU MENT	PC APPROVA L - BID DOC/TEC H SPECS	BID INVITATIO N & RELEASE OF BID DOC	BID SUBMISSI ON/PUBLI C OPENING	SUBMISSI ON OF BID EVALUATI ON REPORT	PC APPROVAL - BID EVALUATI ON REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTI AL COMPLETIO N)	ACCEPTANCE & FINAL PAYMENT	REMARK S
PLANNED	1	IFB No.MCA/SBA/RFQ /002/25	Renovation of Christian Association of the Blind Compound	1 Firm	F-4100	12,013	RFQ	8/05/2025	8/08/25	8/13/25	8/21/25	9/01/25	9/15/25	9/26/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No.MCA/SBA/NCB /002/25	Dolo Town Reconstruction Project- District 1	1 Firm	F-4100	160,000	NCB	7/03/25	7/08/25	7/11/25	08/15/25	9/15/25	9/19/25	9/22/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No.MCA/SBA/RFQ /005/25	Kaba District, Office Foundation Construction	1 Firm	F-4100	13,180	RFQ	8/05/2025	8/08/25	8/13/25	8/21/25	9/01/25	9/15/25	9/26/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
SUB – TOTAL						\$185,193													

Prepared by: _____
Procurement Director/ Manager

Approved by: _____
Head of Entity/Chairman Proc. Committee

Date: October 10, 2025



Bill [Signature]
10/15/25

Margibi County Administration
SBA Budget Procurement Plan (Project Budget)
Source of Funding: CDF
Fiscal year: January 1, 2025 – December 31, 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											
ACTUAL	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	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	4	IFB No.MCA/SBA/RFQ /001/25	Vehicles Repair and maintenance	1 Firm	G-4520	9,900	RFQ	8/05/2025	8/08/25	8/13/25	8/21/25	9/01/25	9/15/25	9/26/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
SUB – TOTAL						\$9,900													

Prepared by:

Procurement Director/ Manager



Bill F
10/15/25

Approved by:

Head of Entity/Chairman Proc. Committee



Date: October 10, 2025



Margibi County Administration
Project Procurement Plan
Source of Funding: GOL
Fiscal year: January 1, 2025 – December 23, 2025
Procurement Explanatory Notes

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No.MCA/SBA/RFQ/002/25	Renovation of Christian Association of the Blind Building	The Margibi County Administration plans to hire a Contractor Firm to do this project. The estimated cost of the package is US \$ 12,013.00
2	IFB No.MCA/SBA/NCB/002/25	Reconstruction of the Dolo Town Hospital	This contract package is anticipated to hire a firm to carry on the Reconstruction project of Dolo Town hospital. The estimated cost of the package is US \$160,000.00
3	IFB No.MCA/SBA/RFQ/005/25	Kaba District, Office Construction	This contract package is anticipated to hire a firm to carry on the Kaba District office Project. The estimated cost of the contract package is US \$13,180.00
4	IFB No.MCA/SBA/RFQ/001/25	Repair Vehicle and maintenance	This contract package is anticipated to hire a firm to repair the Old Development Superintendent car. The estimated cost of the contract package is US \$9,900.00

Prepared by: _____

Procurement Director/ Manager

Approved by: _____

Head of Entity/Chairman Proc. Committee

Date: October 10, 2025

[Signature]
10/15/25



Margibi County Administration
SBA Procurement Plan (Project Budget)
Source of Funding: CDF
Fiscal year: January 1, 2025 – December 31, 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											
ACTUAL	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	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.MCA/SBA/RFQ /001/25	Completion of Renovation Mamba Kaba Administrative Building	1 Firm	G-4663	12,187.98	RFQ	8/05/2025	8/08/25	8/13/25	8/21/25	9/01/25	9/15/25	9/26/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No.MCA/SBA/RFQ /002/25	Charlesville Clinic Septic tank construction	1 Firm	F-4100	3,829.13	RFQ	8/05/2025	8/08/25	8/13/25	8/21/25	9/01/25	9/15/25	9/26/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No.MCA/SBA/RFQ /003/25	Completion of Renovation work Gibi Administrative Buiding	1 Firm	F-4663	13,071	RFQ	8/05/2025	8/08/25	8/13/25	8/21/25	9/01/25	9/15/25	9/26/25	10/21/25	N/A	12/22/25	12/31/25	
UPDATE																			
ACTUAL																			
SUB – TOTAL						\$29,088.11													
GRAND TOTAL						\$224,181.11													

[Handwritten signature]
[Circular stamp: Public Procurement & Commissions Commission, Office of the Executive Director]

Prepared by: *[Signature]*
Procurement Director/ Manager
[Handwritten signature]
10/15/25

Approved by: *[Signature]*
Head of Entity/Chairman Proc. Committee
[Circular stamp: Office of the Superintendent, Margibi Co., P.C.]

Date: October 10, 2025

**Margibi County Administration
Project Budget Procurement Plan**

Source of Funding: CDF

Fiscal year: January 1, 2025 – December 31, 2025

Procurement Explanatory Notes

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No.MCA/SBA/RFQ/001/25	Completion of Renovation Work, Mamba Kaba Administrative Building	The Margibi County Administration plans to complete the renovation work on the mamba kaba project. The estimated cost of the package is US \$ 12,187.98
2	IFB No.MCA/SBA/RFQ/002/25	Charesville Clinic Septic tank construction	This contract package is anticipated to construct the septic tank of the Charlesville Clinic Project. The estimated cost of the contract package is US \$3,829.13.00
3	IFB No.MCA/SBA/RFQ/005/25	Completion of Renovation work Gibi Administrative Building	The Margibi County Administration plans to complete the renovation work on the Gibi Administrative building project. The estimated cost of the package is US \$ 13,071.00

Prepared by: _____

Procurement Director/ Manager

Approved by: _____

Head of Entity/Chairman Proc. Committee

Date: October 16, 2025

[Signature]
10/15/25

