



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/0309/24'**

June 12, 2024

Cllr. Neto Zarzar Lighe, Sr.  
**COMMISSIONER/CEO**  
Liberia Maritime Authority  
Congo Town  
Monrovia, Liberia

Dear Cllr. Lighe:

Subj: **RECEIPT AND APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2024**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Liberia Maritime Authority (LMA) Annual Procurement Plan. Following thorough review, the Commission hereby approves the LMA's annual procurement plan for fiscal year 2024 in accordance with **Section 40 (3)** of the PPCA, 2010, and informs the LMA 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 **"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,

  
Roger Scott Johnson (Hon.)  
**CHIEF EXECUTIVE OFFICER**

INTER OFFICE- MEMORANDUM

To: Bodger Scott Johnson  
Executive Director/CEO

Thru: Mr. Himmie E. Langford  
Director, CMD

From: Benetta S. Norman  
Compliance Officer

Date: June 12, 2024

Theophilus Kollie  
June 12, 2024  
Time: 10:08 AM

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Subject: Review of Liberian Maritime Authority non-SBA, SBA and Consultancy Procurement Plan for Fiscal Year, January to December, 2024

Liberia Maritime Authority has submitted to the Commission in keeping with Section 40, its 2024 non-SBA, SBA and consultancy procurement plans for Approval.

Having reviewed the Procurement Plans including supporting documents of the entity, it is observed that the entity is in compliance with the PPCC Act.

Below are documents submitted for review:

- Non-SBA, SBA and Consultancy procurement plans
- Explanatory notes
- National budget
- Cover letter and
- Procurement Committee and Member Listing
  
- Note. The entity submitted its 1<sup>st</sup> quarter report for FY,2024

**Recommendation:**

In view of the above, it is recommended that the Liberia maritime authority procurement plans be approved by the Commission.

Best regards.