

REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
 EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA
 WEBSITE: www.ppc.gov.lr EMAIL: info@ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/0310/25'

March 3, 2025

Dr. Isaac P. Podah
PRESIDENT
 Lofa County University
 Monrovia, Liberia

Dear Dr. Podah:

Subj: APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2025

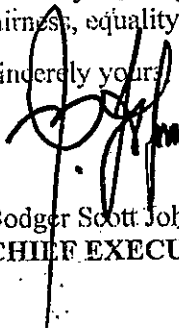
We present our compliments and wish to acknowledge receipt of your communication dated February 17, 2025, which sought the approval of the Lofa County University (LCU) Annual Core and SBA Procurement Plan for 2025.

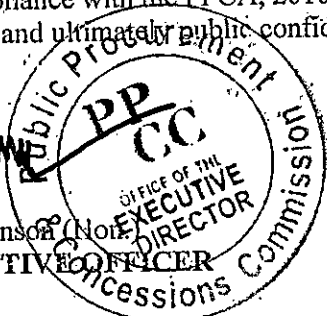
Following thorough review, the Commission hereby approves the Lofa County University (LCU) Annual Core and SBA Procurement Plan for fiscal year 2025 in accordance with *Section 40(3)* of the PPCA, 2010, and informs Lofa County University that the Core and SBA procurement plan will be duly forwarded to 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.

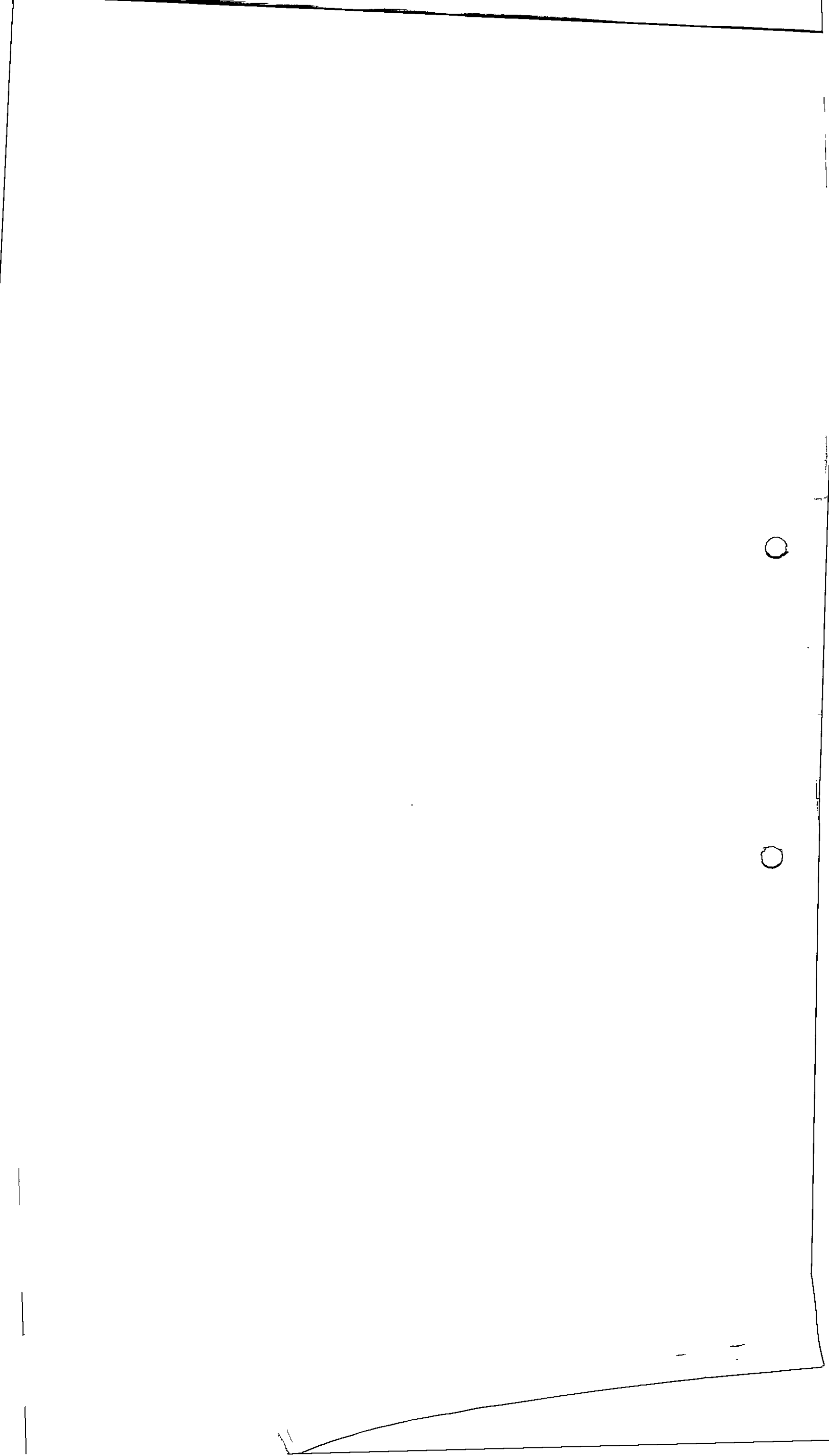
The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily in compliance with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality and ultimately public confidence in our procurement and concessions processes.

Sincerely yours,


 Bodger Scott Johnson (Not)
CHIEF EXECUTIVE OFFICER



Regulating Procurement Compliance for National Development





REPUBLIC OF LIBERIA
LOFA COUNTY UNIVERSITY (LCU)
VOINJAMA CITY, LOFA COUNTY, WEST AFRICA

Website: www.lcu-edu.org
Email: info@lcu-edu.org



OFFICE OF THE PRESIDENT
Tele: 231-0777636609
Email: isaacpodah@yahoo.com

February 3, 2025

Hon Bodger Scott Johnson
Chief Executive Officer
Public Procurement and Concessions Commission (PPCC)
Executive Mansion Grounds, Capitol Hill
Monrovia, Liberia

Dear Hon Johnson:

We present our compliments and wish to submit to your honorable offices the Lofa County University Revised Procurement Plans for the Procurement activities for the Fiscal Year 2025
Sir, we request for a reduction in the lead time for the procurement of goods and services for the smooth operation of the University.

We anticipate your timely approval for speedy procurement activities.
Below are the names of the procurement committee members and procurement unit.

A. Procurement Committee members

1. Dr. Isaac P. Podah. /President & Chairman Procurement Committee
2. Mr. Danwolo B.S Catakaw/ Vice President for Administration
- 3 Mr. Peter C P. Taylor Financial Comptroller
- 4 Mr. Tarnue K. Johnson/Procurement Director
- 5 Dr. Molu Korsor/ Vice President for Academic Affair

B. Procurement Unit

1. Mr. Tarnue K. Johnson/Procurement Director
2. Mrs. Hawa B.J. Salay/ Procurement Officer

Thanks for your understanding and cooperation.

Sincerely yours,


Isaac P. Podah, PhD
President/CEO & Chairman Procurement Committee



Received
Theophilus S. B. Kallio
Feb. 24, 2025
Time: 10:57 AM



REPUBLIC OF LIBERIA
LOFA COUNTY UNIVERSITY (LCU)
VOINJAMA CITY, LOFA COUNTY, WEST AFRICA

Website: www.lcu-edu.org
Email: info@lcu-edu.org



Below are the positions for the procurement committee and the procurement unit.

A. Procurement Committee members

1. President/CEO & Chairman Procurement Committee
2. Vice President for Academic Affairs
3. Vice President for Administration
4. Financial Comptroller and
5. Procurement Director

B. Procurement Unit

1. Procurement Director
2. Assistance Procurement Officer



Lofa County University (LCU)
PROCUREMENT PLAN (SBA-GOL BUDGET)
Source of Funding: Government of Liberia
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 ACTIVITIES 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	1	IFB.NO.LC U/SBA/RB /001/2025	Stationery	G-4761	ASSORTED	14,200	RB	02/03/2025	02/10/2025	02/17/2025	02/24/2025	03/10/2025	03/17/2025	03/24/2025	04/07/2025	N/A	12/15/2025	12/30/2025
UPDATE																		
ACTUAL																		
PLANNED	2	IFB.NO.LC U/SBA/RB /002/2025	PETROLEUM PRODUCT (Diesel & Gasoline)	G- 4661	3,740 gallons @5.00	18,700	RB	02/03/2025	02/10/2025	02/17/2025	02/24/2025	03/10/2025	03/17/2025	03/24/2025	04/07/2025	N/A	12/15/2025	12/30/2025
UPDATE																		
ACTUAL																		
PLANNED	3	IFB.NO.LC U/SBA/RF Q/003/2025	CLEANING MATERIAS	G- 4773	ASSORTED	4,200	RFQ	02/03/2025	02/10/2025	02/17/2025	02/24/2025	03/04/2025	03/13/2025	03/25/2025	04/08/2025	N/A	12/15/2025	12/30/2025
UPDATE																		
ACTUAL																		
SUB TOTAL						\$ 37,100												

OFFICE OF THE
PRESIDENT

[Signature]
 3/3/25
 DIRECTOR OF PROCUREMENT & GOVERNANCE

Prepared by: *James K. Johnson*
 Procurement Director/ Manager

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

Date: *Feb-3-2025*

[Signature]
 3/3/25

**Lofa County University (LCU)
PROCUREMENT PLAN (GOL-SBA budget)
Source of Funding: Government of Liberia
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 ACTIVITIES 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	IFB.NO.LCU/SBA/RB/001/20/25	Internet provider services	J6120	1 firm	\$22,774	RB	02/03/2025	02/10/2025	02/17/2025	02/24/2025	03/10/2025	03/17/2025	023/254/2025	04/07/2025	N/A	12/15/2025	12/30/2025	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$22,774													
GRAND TOTAL						\$59,874													

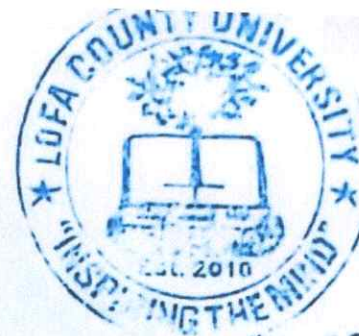
16 OFFICE OF THE PRESIDENT

Prepared by: Jamuel K. Johnson
Procurement Director/ Manager

Approved by: [Signature] Date: Feb-3-2025
Head of Entity/Chairman Proc. Committee

[Handwritten Signature]
3/3/25





**LOFA COUNTY UNIVERSITY (LCU)
PROCUREMENT PLAN (GOL-SBA budget)
Source of Funding: Government of Liberia
Fiscal year: 2025**

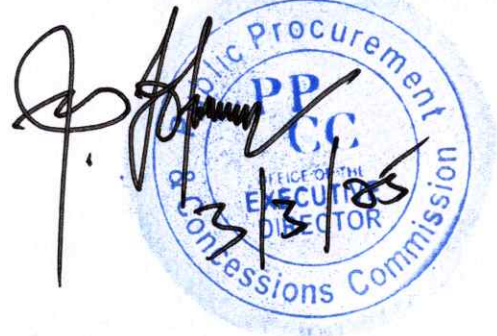
**OFFICE OF THE
PRESIDENT**

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 ACTIVITIES CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BDQ/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	1	IFB NO LCU /SBA/FA/001/2025	Repair of Non-Residential Buildings	F 4100 Assorted	300,000	FORCE ACCOUNT	02/03/2025	02/10/2025	02/17/2025	02/30/2025	03/30/2025	03/14/2025	03/28/2025	04/12/2025	N/A	12/15/2025	12/31/2025	
UPDATE																		
ACTUAL																		
SUB TOTAL					300,000													
GRAND TOTAL					300,000													

Prepared by: Tarnus R. Johnson
Procurement Director/ Manager

Approved by: [Signature] Date: Feb 3 - 2025
Head of Entity/Chairman Proc. Committee

[Handwritten Signature]
3/3/25



Lofa County University
Building Procurement Plan (SBA)
Explanatory Notes
Fiscal Year: 2025



Item No	IFB/RFP Reference Number	Contract Package	Detailed Content
1	IFB. NO. LCU/SBA/FA/001/2025	Repair of Non-Residential Building	This contract package is drawn from the budget line Non-Residential Building (Repair & Maintenance Civil). It is intended to procure Building Materials using the National Competitive Bidding procurement method for renovation of non-residential buildings. The University will use its skilled staff that are trained in different sections of engineering to carry out the renovation, installations, etc. The Building Materials to be procure will include: Zinc, ties, timbers, cement, saw, nails... etc.

Prepared by: *Tornue K. Johnson*
 Tornue K. Johnson
 Procurement Director/Procurement Manager

Approved by: *Dr. Isaac P. Padah*
 Dr. Isaac P. Padah
 Head of Entity/Chairman Procurement Committee

Date: _____

Date: Feb-3-2025


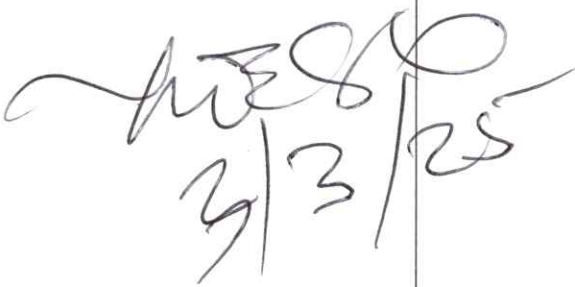
WJG
3/3/25





Lofa County University
Procurement Plan:
SBA Explanatory Notes
Fiscal Year 2025



OFFICE OF THE
PRESIDENT

Item No	IFB/RFP Reference Number	Contract Package	Detailed Content
1	IFB No. LCU/SBA/RB/001/2025	Stationery  	<p>This contract package is intended to procure the following items below: : It is drawn from the budget line Stationery</p> <ul style="list-style-type: none"> A. A4 papers-----250 cartoons B. Leger sheet-----25 cartoons C. Note pad-----25 dozens D. Hp cartridge (85A)-----115pcs E. Hp cartridge (83A)-----20pcs F. Hp cartridge (728A)-----50pcs G. Hp cartridge (78A)-----10pcs H. Canon toner (GPR 18)----12pcs I. Laser jet cartridge(black& color)—10pcs J. HP Laser jet cartridge(CS-330A)10pcs K. Canon toner(C-EXV 33)-----10pcs <p>Assorted Stationery Items</p> <ul style="list-style-type: none"> A. Ledger Book -----25pcs B. Box file-----12 cartoons C. Chalk cartoon-----5 cartoons D. Staple pin (lager)-----15pks E. Staple pin (small)-----5dozens F. Staple Machine(lager)-----5pcs G. Staple Machine (small)-----4dozens H. Ball pen(red, blue, black)—100pks I. Brown envelop A4-----30pks J. Brown envelop L/S-----30pks K. White envelop-----144pks

			L. White board maker-----15pks M. Maker permanent -----15pks
2	IFB No. LCU/SBA/RB/002/2025	Petroleum products (Gasoline, Diesel & Lubricant)	This contract package is intended to procure the following below Listed items: It is drawn from the budget line Fuel & Lubricant. A. Diesel fuel-----2,000gallons B. Gasoline-----1,000 gallons C. Engine Oil (for both) ----- 740 gallons
3	IFB No. LCU/SBA/RFQ/003/2025	Cleaning materials and services 	This contract package is intended to procure the following below listed items: : It is drawn from the budget line Cleaning Materials A. Floor Mop-----100pcs Kiln soap (cartoons)-----60 cartoons B. Antiseptic (cartoons)-----60 cartoons C. Clorox (cartoons)-----75 cartoons D. Tissue (Sac)-----100 sac E. Air freshener(dozen)-----85 dozens F. Spray gun (dozen)-----85 dozens G. Hand glove (let duty)-----50pair H. Hand glove(heavy duty)-----20 pair
4	IFB. NO.LCCC/SBA/RB/004/2022	Internet Provider Services	This contract package is intended to procure the following below listed items: it is drawn from the budget line Internet Provider service, and it is intended to hire one firm to provide internet

Prepared by: 

Tarnue K. Johnson
Procurement Director/Procurement Manager

Date: 02/03/25

Approved by: 

Dr. Isaac P. Podah
Head of Entity/Chairman Procurement Committee

Date: Feb-3-2025

