



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/0278/25**

February 18, 2025

Hon. T. Emmanuel Gee, Sr.
DIRECTOR OF ADMINISTRATION
 Financial Intelligence Agency of Liberia
 Congo-Town Back Road
 Republic of Liberia

Dear Hon. Gee:

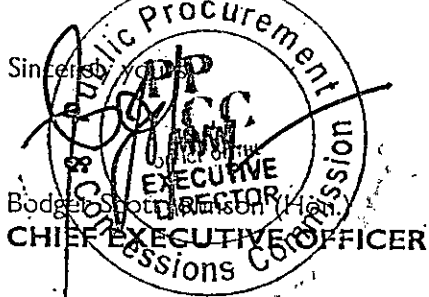
Subj: **APPROVAL OF ANNUAL PROCUREMENT PLAN FOR THE FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Financial Intelligence Agency of Liberia (FIA) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the FIA annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the FIA 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, 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, and 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 aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

Sincerely,

 Bodge S. Johnson, Hon.
CHIEF EXECUTIVE OFFICER



FINANCIAL INTELLIGENCE AGENCY OF LIBERIA

Congo-town Back Road Behind Health Ministry
(Old LACC Building) Monrovia, Liberia



Director for Administration/DA
Ref: FMI/OA/010622/2025

Hon. Bodger Scott Johnson

Chief executive officer
Public Procurement and Concession
Commission (PPCC)
Executive Mansion Grounds
Capital Hill, Monrovia, Liberia

Subj: Submission of Financial Intelligence Agency (FIA) Final SBA and None-SBA Procurement Plan for Fiscal Year 2025

Dear Hon. Johnson:

The FIA is pleased to present its compliments and herewith submit to your honorable office its procurement plan for FY2025 for your approval.

This plan is designed to ensure that our procurement processes are conducted fairly in keeping with Section 40. (3) of the Public Procurement and Concession Commission Act of 2010. Our FY2025 SBA and None-SBA Plan have been submitted along with all required documentation pending your approval.

Thanks for your collaboration as we fight together to achieve the President's ARREST Agenda.

Sincerely yours,

T. Emmanuel Gee Sr.
Director of Administration
Financial Intelligence Agency

CC: Mohammed A. Nasser/Officer In Charge-FIA

: Amos Yollah Boakai/Deputy Director General-FIA

John Seun
02/12/2025
T.M.F. L. L. Seun

**Final Intelligence Agency of Liberia
Draft Procurement Plan (None-SBA)
Source of Funding: GOL National Budget
Budget Period: Fiscal Year 2025**

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BASIC DATA													IMPLEMENTATION DATES							
	ITEM NO.	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	REMARKS	
PLANNED	1	IFB No FIA/RFQ/001/2025	Office Furniture	G4659	Assorted	\$2,500	RFQ	07/1/2025	13/1/2025	20/1/2025	27/1/2025	03/2/2025	10/2/2025	17/2/2025	21/2/2025		28/2/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB No FIA/NCB/001/2025	Vehicle purchase	G4510	Firm	\$125,000	NCB	13/1/2025	20/1/2025	28/1/2025	28/2/2025	28/3/2025	11/4/2025	21/4/2025	30/4/2025		15/5/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB No FIA/RFQ/002/2025	Vehicle Insurance	K6512	Firm	\$5,000	RFQ	06/1/2025	13/1/2025	20/1/2025	28/1/2025	04/2/2025	10/2/2025	18/2/2025	24/2/2025		28/2/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	4	IFB No FIA/RFQ/003/2025	Air-Conditioner	G4759	Assorted	\$3,000	RFQ	07/1/2025	13/1/2025	20/1/2025	28/1/2025	04/2/2025	10/2/2025	17/2/2025	21/2/2025		28/2/2025	31/12/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$135,500														



Prepared by: Ebenezer V. Johnson
Procurement Officer

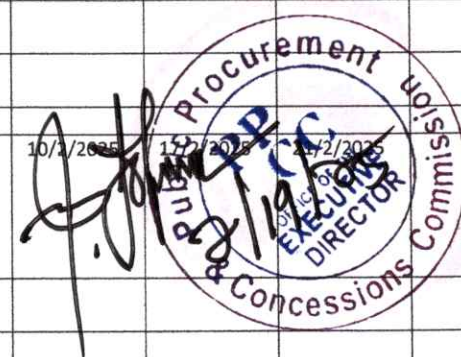
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Approved by: Mr. Mohammed A. Nasser
Chairman Procurement Committee


Date: Feb 10, 2025

Financial Intelligence Agency of Liberia

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PLANNED	5	IFB No FIA/RB/001/2025	Petroleum Products	G4661	2,232.1 gals	\$8,982	RB	06/1/2025	13/1/2025	20/1/2025	06/2/2025	13/3/2025	20/2/2025	27/2/2025	10/3/2025		17/3/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB No FIA/RFQ/004/2025	Repairs & Maint. (Vehicle)	G4520	Asorted	\$5,892	RFQ	07/1/2025	13/1/2025	21/1/2025	27/1/2025	07/2/2025	14/2/2025	20/2/2025	26/2/2025		07/3/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	7	IFB No FIA/RFQ/005/2025	Stationery	N8110	Asorted	\$7,865	RFQ	08/1/2025	13/1/2025	20/1/2025	24/1/2025	31/1/2025	10/2/2025	17/2/2025	24/2/2025		27/2/2025	31/12/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$22,739														
GRAND TOTAL						\$158,239.00														



Prepared by: 
Ebenezer V. Johnson
Procurement Officer

Approved by: 
Mr. Mohammed A. Nasser
Chairman Procurement Committee

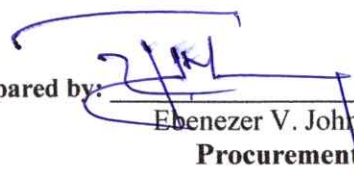
Date: Feb. 10, 2025

Financial Intelligence Agency of Liberia
Draft Procurement Plan (SBA)
Source of Funding: GOL National Budget
Budget Period: Fiscal Year 2025

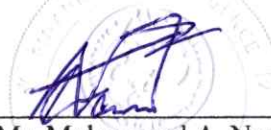
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PLANNED	1	IFB No FIA/SBA/SS/01/2025	Electricity	D3510	Firm	\$12,000	06/1/2025	13/1/2025	21/1/2025	N/A	N/A	N/A	N/A	N/A	N/A	28/1/2025		31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB No FIA/SBA/RB/002/2025	Internet Connectivity	J6120	Firm	\$12,000	RB	13/1/2025	20/1/2025	28/1/2025	19/2/2025	06/3/2025	10/3/2025	14/3/2025	21/3/2025		28/3/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB No FIA/SBA/RFQ/006/2025	Cleaning Materials	G4773	Assorted	\$2,590	RFQ	07/1/2025	13/1/2025	20/1/2025	24/1/2025	31/2/2025	10/2/2025	17/2/2025	24/2/2025		28/2/2025	31/12/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$26,590														



 Executive Director

Prepared by: 
 Ebenezzer V. Johnson
 Procurement Officer


 2/18/25

Approved by: 
 Mr. Mohammed A. Nasser
 Chairman Procurement Committee

Date: Feb 10, 2025


Financial Intelligence Agency of Liberia
Draft Procurement Plan (SBA)
Source of Funding: GOL National Budget
Budget Period: Fiscal Year 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	ITEMS 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	REMARKS	
PLANNED	4	IFB No FIA/SBA/RB/003/2025	Guard/security services	N8010	Firm	\$31,376	RB	06/1/2025	13/1/2025	20/1/2025	24/1/2025	10/2/2025	17/2/2025	24/2/2025	27/2/2025		27/3/2025	32/12/2025		
UPDATE																				
ACTUAL PLANNED	5	IFB No FIA/SBA/RFQ/007/2025	Air Ticket	N7911	Firm	\$6,215	RFQ	07/1/2025	13/1/2025	21/1/2025	27/1/2025	07/2/2025	14/2/2025	20/2/2025	26/2/2025		07/3/2025	31/12/2025		
UPDATE																				
ACTUAL PLANNED	6	IFB No FIA/SBA/RFQ/008/2025	Vehicle Rental	N4922	Firm	\$1,631	RFQ	08/1/2025	13/3/2025	20/1/2025	24/1/2025	31/1/2025	10/2/2025	17/2/2025	21/2/2025		27/2/2025	31/12/2025		
PLANNED																				
ACTUAL																				
SUB TOTAL						\$39,221														
GRAND TOTAL						\$65,811.00														



 OFFICE OF THE EXECUTIVE DIRECTOR
 Public Procurement Commission

Prepared by: 
 Ebenezer V. Johnson
 Procurement Officer


Approved by: 
 Mr. Mohammed A. Nasser
 Chairman Procurement Committee

Date: Feb 10, 2025

Financial Intelligence Agency of Liberia
Draft Procurement Plan Explanatory Note Non-SBA
Source of Funding: GOL National Budget
Budget Period: Fiscal Year 2025

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	PACKAGE DESCRIPTION
1	IFB No FIA/RFQ/001/2025	Office Furniture	This contract package is funded from the budget line Furniture & fixture, intended to purchase office furniture.
2	IFB No FIA/NCB/001/2025	Vehicle Purchase	This contract package is funded from the transportation and equipment budget line, which is intended to purchase Vehicles to provide logistical support.
3	IFB No FIA/RFQ/002/2025	Vehicle Insurance	This contract package is funded by the budget line Vehicle Insurance, which is intended to provide insurance coverage for FIA's vehicles.
4	IFB No FIA/RFQ/003/2025	Machinery & Equip	This contract package is funded from the budget line Machinery & Equipment, which is intended to procure Air conditioners, dispensers, Refrigerators, etc.
5	IFB No FIU/RB/001/2025	Petroleum Products	This contract package is funded from the budget line Fuel & Lubricant, intended to purchase petroleum products at the MoC price of \$5,415.00 @4.21 Dessel and \$3,892.00 @3.91 gasoline for 2,281.6 gals for vehicles and generators.
6	IFB No FIU/RFQ/004/2025	Repairs and Maintenance - Vehicles	This contract package is funded from the budget line Repairs and Maintenance, which is intended to carry out servicing, repairs, and routine maintenance on FIA's vehicles.
7	IFB No. FIU/RFQ/005/2025	Stationary	This contract package is funded from the budget line, which is intended to procure Stationery supplies for office use.

Prepared by: 
 Ebenezer V. Johnson
 Procurement Officer

Approved by: 
 Mohammed A. Nasser
 Chairman Procurement Committee

Date: Feb. 10, 2025


 2/18/25



Financial Intelligence Agency of Liberia
Draft Procurement Explanatory Note SBA
Source of Funding: GOL National Budget
Budget Period: Fiscal Year 2025

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	PACKAGE DESCRIPTION
1	IFB No FIA/SBA/SS/001/2025	Electricity	This contract package is funded from the electricity budget line, which is intended to purchase LEC recharged tokens for office buildings.
2	IFB No FIA/SBA/RB/002/2025	Internet Connectivity	This contract package is funded from the budget line Internet Connectivity, which is intended to purchase internet for the office only.
3	IFB No FIA/SBA/RFQ/006/2025	Cleaning materials	This contract package is funded from the budget line Cleaning Materials & Services such as detergent, Clorox, powder soap, etc.....
4	IFB No. FIA/SBA/RB/003/2025	Guard & Security Service	This contract package is funded by the budget line Guard & Security Service, which is intended to hire security guards and provide security operations on the premises of the FIA.
5	IFB No FIA/SBA/RFQ/007/2025	Air Ticket	This contract package is funded from the budget line Foreign travel, which is intended.
6	IFB No. FIA/SBA/RFQ/008/2025	Vehicle Rental	This contract package is funded from the budget line Domestic Means of Travel, which is intended to hire a car rental service to carry out station work.

Prepared by; 

Ebenezer V. Johnson
Procurement Officer

Approved by; 

Mohammed A. Nasser
Chairman Procurement Committee

Date: Feb. 10, 2025


2/18/25

