



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/0228/25'**

January 30, 2025

Hon. Wilmot J.M. Paye

**MINISTER**

Ministry of Mines and Energy

Capitol Hill

Republic of Liberia

Dear Hon. Paye:

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 Ministry of Mines and Energy (MME) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the MME annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the MME 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. However, the Ministry is advised to submit its Contract Award Information Report for the fiscal year 2024.

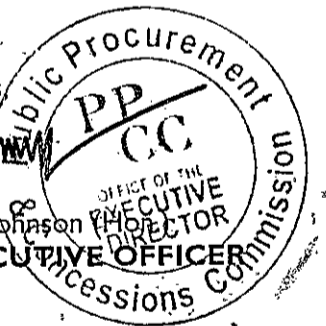
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states **"each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in 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 yours,

  
Bodger Scott Johnson  
**CHIEF EXECUTIVE OFFICER**



Regulating Procurement Compliance for National Development



**REPUBLIC OF LIBERIA**  
**Ministry of Mines & Energy**



Office of the Minister

[minister@mme.gov.lr](http://minister@mme.gov.lr)

RL/MME/WJMP/020/2025

January 23, 2025

Hon. Bodger Scott Johnson  
**Executive Director / CEO**  
Public Procurement & Concession Commission (PPCC)  
Executive Mansion Ground, Capitol Hill  
Monrovia, Liberia.

Subject: **SUBMISSION OF FINAL PROCUREMENT PLAN FY-2025**

Dear Honorable Executive Director:

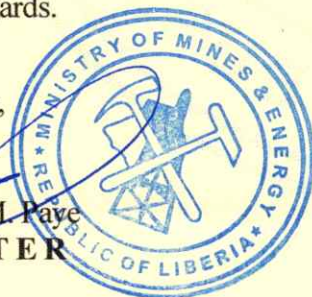
I write to submit the Ministry of Mines and Energy **Final Procurement Plan, Fiscal Year 2025** for approval. This is in compliance with Section 40 Subsections 1, 2 & 3 of the Amended and Restated Public Procurement & Concession Act (PPCA) of 2010. The Final Procurement Plan represents the Ministry's needs and is consistent with budgetary allocation for the Fiscal Year 2025, in which we have applied the most cost-efficient method to achieve operational objectives and efficiency.

We reassure you, Honorable Executive Director, that the Ministry of Mines and Energy will maintain transparency and accountability throughout its procurement processes. Attached is a list of the Ministry's Procurement Committee members and staff of the Procurement Unit.

Kindest regards.

Yours truly,

Wilmot J.M. Faye  
**MINISTER**



**ATTACHMENT**

Received  
Theophilus S.B. Kollie  
Jan. 27, 2025  
Time: 1:30pm

**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (SBA)**  
 Source of Funding: GO! NATIONAL BUDGET  
 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	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 N & 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: MME / SBA / RB / 001 / 25	Petroleum Products	G4661	22,676.95 GALS @ \$4.21 PER GAL	\$ 95,470.00	RB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB NO: MME / SBA / RFQ / 001 / 25	Cleaning Materials	G4773	Assorted	\$ 9,150.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB NO: MME / SBA / RFQ / 002 / 25	Printing & Binding Services	C1812	1 Firm	\$ 7,000.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 111,620.00</b>														

Prepared by: \_\_\_\_\_

James T. Showea  
 Procurement Director / Manager

Approved by: \_\_\_\_\_

Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: \_\_\_\_\_



*Handwritten signature and date: 1/30/25*

**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (SBA)**  
 Source of Funding: GOL NATIONAL BUDGET  
 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												
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PLANNED	4	IFB NO: MME / SBA / NCB / 001 / 25	Repair & Maintenance of Non Residential Bldg.	F4100	1 FIRM	\$ 37,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18 /2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	5	IFB NO: MME / SBA / NCB / 002 / 25	Food Stuff	G4711	Assorted	\$ 24,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18 /2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB NO: MME / SBA / NCB / 003 / 25	Air Ticket	N7911	1 FIRM	\$ 25,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18 /2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 86,000.00</b>														

Prepared by: \_\_\_\_\_

James T. Snowea  
 Procurement Director / Manager

Approved by: \_\_\_\_\_

Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: \_\_\_\_\_



*Handwritten signature and date: 1/30/25*

**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (SBA)**  
 Source of Funding: GOL NATIONAL BUDGET  
 Fiscal Year: 2025

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		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQS/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	7	IFB NO: MME / SBA / NCB / 004 / 25	Vehicle Insurance Coverage	K6512	1 Firm	\$ 35,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	8	IFB NO: MME / SBA / RFQ / 003 / 25	Publication of General Announcements	M7310	1 Firm	\$ 7,500.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	9	IFB NO: MME / SBA / RFQ / 004 / 25	Security Guard Services	N8010	1 Firm	\$ 5,000.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 47,500.00</b>														

Prepared by: \_\_\_\_\_  
 James T. Snowea  
 Procurement Director / Manager

Approved by: *pp. Wilmot J. M. Paye*  
 Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: *27/01/25*  


*WESKO*  
*11/30/25*

**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (SBA)**  
 Source of Funding: GOL NATIONAL BUDGET  
 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	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 N & 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	10	IFB NO: MME / SBA / NCB / 005 / 25	Event Catering	H5621	1 Firm	\$ 50,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	11	IFB NO: MME / SBA / RFQ / 005 / 25	Refuse Collection	E3811	1 Firm	\$ 3,000.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	12	IFB NO: MME / SBA / RFQ / 006 / 25	Vehicle Repair & Maintenance Services	G4520	1 Firm	\$ 8,500.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 61,500.00</b>														

Prepared by: \_\_\_\_\_

James T. Snowea  
 Procurement Director / Manager

Approved by: *pp* \_\_\_\_\_

Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: *22/01/25*

*WJP*  
 1/30/25



**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (SBA)**  
 Source of Funding: GOL NATIONAL BUDGET  
 Fiscal Year: 2025

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	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												
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PLANNED	13	IFB NO: MME / SBA / NCB / 006 / 25	Construction of Public Buildings	F4100	1 Firm	\$ 251,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED																				
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						\$ 251,000.00														
<b>GRAND TOTAL:</b>						\$ 557,620.00														

Prepared by: James T. Snowea  
 Procurement Director / Manager

Approved by: Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: 27/01/25

*James T. Snowea*  
 1/30/25



**MINISTRY OF MINES AND ENERGY**  
**NOTES TO THE SBA PROCUREMENT PLAN**  
**Fiscal Year: 2025**

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO: MME/SBA/RB/001/25	Petroleum Product	This contract package comes from the Budget Lines Fuel & Lubricant -Vehicles in the amount of <b>US\$35,000.</b> and Fuel & Lubricant - Generator in the amount of <b>US\$26,000.</b> An amount of <b>US\$1,500</b> was added from the Budget Line Domestic Travel, Means of Travel and additional <b>USD32,970.00</b> was added from the budget line Revenue enhancement Initiative for the procurement of petroleum product. The total amount for the procurement of petroleum products therefore summed up to <b>US\$95,470</b> will be used to procure petroleum products (Diesel in Coupons & Gasoline) for the Ministry's fleets and Generator, FY 2025.
2	IFB NO: MME/SBA/RFQ/001/25	Cleaning Materials	This contract package comes from the budget line, Cleaning Materials and Services, in the amount of <b>US\$8,000</b> and Revenue Enhancement Initiatives in an amount of <b>USD1,150.00</b> the Summation of which is <b>USD9,150.00</b> , is intended to procure the following: Detergents, Toilet Tissues, Towels , Brooms , Brushes , Heavy Duty Gloves, Chlorax, raincoats, rainboots, Life Jackets and etc.
3	IFB NO: MME/SBA/RFQ/002/25	Printing, Binding Services	This contract package is intended for all related Printing & Binding MME documents including printing of MME ID Cards . It comes from the Budget Line Printing, Binding & Publication Services in the amount of <b>USD7,000.</b>
4	IFB NO: MME/SBA/NCB/001/25	Repair & Maintenance of Non Residential Building	This package comes from the budget line Repairs and Maintenance – Civil in an amount of <b>USD\$37,000.00.</b> This contract package is intended for renovation transformation of Ministry's counties offices across the country and other facilities located at Central Office and Annex on the Old Road, Sinkor.
5	IFB NO: MME/SBA/NCB/002/25	Food Stuff	This Contract Package Food Stuffs come from the Budget Line Food and Catering Services in an amount of <b>20,000.00 USD</b> and Entertainment Representation and Gifts in the amount of <b>USD4,000.</b> The Ministry intends to utilize this contract package to procure food stuffs, rice, and other food items for the employees and senior staff during the festival season / Fiscal Year 2025. The amount of <b>USD24,000</b> will be utilized for the procurement of said Food Stuffs.
6	IFB NO: MME/SBA/NCB/003/25	Air Ticket	This contract package, Foreign Travel, Means of Travel, is intended to procure the services of airline through ticketing for foreign travels in the amount of <b>USD25,000.00.</b>
7	IFB NO: MME/SBA/NCB/004/25	Vehicle Insurance Coverage	This Contract Package comes from the Budget Line Vehicle Insurance in the amount of <b>USD35,000.00</b> for the procurement of a reputable Insurance company to insure all vehicles owned and operated by the Ministry in the fifteen political sub-division of Liberia.
8	IFB NO: MME/SBA/RFQ/003/25	Publication and General Announcements	This contract package is intended for live radio shows on MME statutory activities, Jingles, Television Shows, Media Adverts, Public Relations, etc. <b>USD7,500</b> from the Budget Line Advertising and Public Relations for this Contract Package.
9	IFB NO: MME/SBA/RFQ/004/25	Security Guard Service	This Contract package, Security Guard Service, in the amount of <b>USD5,000</b> will be utilized to procure accessories for the Ministry's internal Security Guard.
10	IFB NO: MME/SBA/NCB/005/25	Event Catering	This Contract Package, Event Catering is taken from the budget line Workshop Conferences, Symposia and Seminar, which comes in the amount of <b>USD50,000</b> will be used to hire a catering service provider to provide breakfast, coffee break, Lunch ,etc., for the Ministry at Workshops, Siminars, Symposium and other events.

Prepared by: James T. Snowea  
**Procurement Director / Manager**

Approved by: Wilmot J. M. Paye  
**Minister / Chair, Procurement Committee**

Date: 27/07/25

*[Signature]*

**Director of Procurement & Concessions**

*[Signature]*

**11/30/25**

*[Handwritten Signature]*

**11/30/25**



**MINISTRY OF MINES AND ENERGY**  
**NOTES TO THE SBA PROCUREMENT PLAN**  
**Fiscal Year: 2025**

NO.	Contract Package Code	Contract Package	Content of Contract Package
11	IFB NO: MME/SBA/RFQ/005/25	Refuse Collection	This Contract Package, Refuse Collection, comes from the Budget Line, Refuse Collection. This contract package will be used to procure garbage collection materials in the amount of <b>USD3,000.</b>
12	IFB NO: MME/SBA/RFQ/006/25	Vehicle Repair and Maintenance	This contract package is intended for Servicing & Provision of Spare Parts for vehicles in operation at the Ministry. This Contract Package comes from the Budget Line Repairs Maintenance - Vehicles in the amount of <b>USD8,500.</b>
13	IFB NO: MME/SBA/NCB/006/25	Construction of Public Buildings	This contract package is intended for the construction of the Liberia Geological Survey (LGS) at the Ministry's Central Office. This Package comes from the Budget Line Transfer to Revenue Enhancement Initiative in the amount of <b>USD251,000.</b>
14	*Electricity	-	*Electricity in the amount of <b>\$21,000.00</b> - payment is made directly to a single provider LEC through MFDP withholdings..
15	*Water & Sewer	-	*Water & Sewer in the amount of <b>\$12,000.00</b> - payment is made directly to a single provider LWSC through MFDP withholdings
16	*Office Building Rental/Lease	-	*Office Building Rental/Lease in the amount of <b>\$25,000.00</b> - lease agreement with and between the Ministry and the Property Owner.

Prepared by: \_\_\_\_\_  
 James T. Snowea  
 Procurement Director / Manager

Approved by: \_\_\_\_\_ Date: 27/07/25  
  
 Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

*WES*  
 1/30/25

*J. Johnson*  


**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (NON SBA CORE BUDGET)**  
 Source of Funding: GOL NATIONAL BUDGET  
 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												
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PLANNED	1	IFB NO: MME / NCB / 001 / 25	Stationery	G4761	Assorted	\$ 23,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB NO: MME / RFQ / 001 / 25	Generator Spare Parts	G4659	Assorted	\$ 2,500.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB NO. MME / NCB / 002 / 25	Computers (Laptops/Desktops)	G4741	Assorted	\$ 25,000.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 50,500.00</b>														

Prepared by: James T. Snowea  
 Procurement Director / Manager

Approved by: Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: 27/01/25

*Handwritten signature and date:*  
 1/30/25





1500

*[Handwritten signature]*

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**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (NON SBA CORE BUDGET)**  
 Source of Funding: GOL NATIONAL BUDGET  
 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	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQS/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL BID DOC/TECH SPECS	BID INVITATION N & 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	RFP NO. MME / SSS / 001 / 25	Internet Connectivity	J6120	1 Firm	\$ 27,000.00	SSS	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	5	IFB NO. MME / NCB / 003 / 25	Office Furniture	G4659	Assorted	\$ 67,668.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB NO: MME / RFQ / 002 / 25	Office Machinery and Equipment Spare Parts	G4659	1 Firm	\$ 1,500.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 96,168.00</b>														

Prepared by: James T. Snowea  
 Procurement Director / Manager

Approved by: Wilmot J. M. Paye  
 Minister / Chair. Procurement Committee

Date: 27/01/25

*WES*  
 1/30/25



**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (NON SBA CORE BUDGET)**  
 Source of Funding: GOL NATIONAL BUDGET  
 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	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 N & RELEASE OF BID DOC	BID SUBMISSION N/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	7	IFB NO: MME/NCB/004/25	ICT Equipment	G4651	1 Firm	\$ 62,250.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	8	IFB NO: MME/RFQ/005/25	Generator	G4659	1 Firm	\$ 1,500.00	RFQ	12/20/2025	1/1/2025	7/1/2025	14/1/2025	28/1/2025	4/2/2025	11/2/2025	18/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	9	IFB NO: MME/NCB/005/25	Scientific Equipment	G4659	Assorted	\$ 140,875.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18/2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						<b>\$ 204,625.00</b>														

Prepared by: James T. Snowea  
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Approved by: Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: 27/01/25

*Handwritten signature and date: 1/30/25*



**MINISTRY OF MINES AND ENERGY**  
**PROCUREMENT PLAN (NON SBA CORE BUDGET)**  
 Source of Funding: GOL NATIONAL BUDGET  
 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	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	10	IFB NO: MME/NCB/006 /25	Vehicles	G4510	1 Firm	\$ 151,700.00	NCB	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18 /2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED	11	IFB NO: MME/NCB/002 /25	Specialized Equipment	G4659	Assorted	\$ 33,000.00	SS	12/20/2025	1/1/2025	7/1/2025	14/1/2025	12/2/2025	18 /2/2025	20/2/2025	27/2/2025	N/A	22/12/2025	31/12/2025		
UPDATE																				
ACTUAL																				
PLANNED																				
UPDATE																				
ACTUAL																				
<b>SUB TOTAL</b>						\$ 184,700.00														
<b>GRAND TOTAL:</b>						\$ 535,993.00														

Prepared by: James T. Snowea  
 Procurement Director / Manager

Approved by: Wilmot J. M. Paye  
 Minister / Chair, Procurement Committee

Date: 27/01/25

*Handwritten signature and date: 1/30/25*

*Handwritten signature and date: 1/30/25*

**MINISTRY OF MINES AND ENERGY**  
**NOTES TO THE NON SBA PROCUREMENT PLAN**  
**Fiscal Year: 2025**

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO: MME/NCB/001/25	Stationery	The amount of <b>23,000.00USD</b> will be used to procure Stationeries. Stationery items to be procured include and not limited to: Papers, Cartridges, Ink, Folders, Envelopes, Pen, Files, Stapler, Pins, paper clips, Ledger, Note pads, Stick pads, Glue, Record books, Bold clips, Desk tray, Markers, Postal sheet, Flash drive, Carbon sheet, Pin remover, and etc. This amount comes from the budget lines, Stationery.
2	IFB NO: MME/RFQ/001/25	Generator Spare Parts	This contract package is intended for Servicing & Provision of Spare Parts for MME Generators. From the Budget Line Repairs & Maintenance - Generator in the amount of <b>USD2,500.00.</b>
3	IFB NO: MME/NCB/002/25	Computers (Laptors / Desktops)	This contract package is intended to procure assorted computer peripheral items such as laptops, desktops, memory cards, external hard drive, wireless mouse, blank disc and some other materials for direct office use. From the Budget Line Computer Supplies and ICT Services in the amount of <b>USD25,000.00.</b>
4	RFP NO. MME/SSS/001/25	Internet Connectivity	Internet Connectivity [\$27,000.00] - payment is made directly to a single provider LIBTELCO. through the Ministry of Finance and Development Planning.
5	IFB NO: MME/NCB/003/25	Office Furniture	This contract package comes from the budget line, Furniture and Fixtures in the amount of <b>US\$28,113.00</b> and Transfer Revenue Enhancement Initiavesis in the amount of <b>USD39,555.00</b> , the summation of which is <b>USD67,668.00</b> . This contract package is intended to procure assorted furniture for the Ministry's office, including the counties offices.
6	IFB NO: MME/RFQ/002/25	Office Machinery and Equipment Spare Parts	This contract package is intended to procure spare parts for servicing ICT Equipment . This contract package comes From the Budget Line Repair & Maintenance Equipment in the amount of <b>USD1,500.00.</b>
7	IFB NO: MME/NCB/004/25	ICT Equipment	This contract package is intended to procure assorted ICT and Network Equipment including: Multipurpose Printers, Projectors, Server, CCTV, All-In-One Video Conferencing System, Etc. This contract package comes From the Budget Line ICT Infrastructure, Hardware, Software, and Networks in the amount of USD60,000.00. Additional USD 2,250.00 from the budget line, Revenue Enhancement Initiatives, was added to the budget line ICT Infrastructure, Hardware, Software, and Networks the summation of which is USD62,250.00.
8	IFB NO: MME/RFQ/005/25	Generator	This contract package is intended to procure mini generator for use by the Department of Operation of the Ministry . This contract package comes From the Budget Line, Revenue Enhancement Initiatives, in the amount of <b>USD1,500.00.</b>
9	IFB NO: MME/NCB/005/25	Scientific Equipment	This Contract Package, Scientific Equipment, comes from the budget line Transfer to Revenue Enhancement Initiatives. This contract package in the amount of <b>USD140,875.00</b> , will be used to procure assorted Scientific Equipment for used by the Ministry . Some of the Scientific Equipment include : Detector, Drone, Horiba U-52, Hand Held GPS Compass, Niton XRF Portable Analyser, etc.
10	IFB NO: MME/NCB/006/25	Vehicle	This Contract Package, Vehicle, comes from the budget line Transfer to Revenue Enhancement Initiatives. This contract package in the amount of <b>USD151,700.00</b> will be used to procure vehicles [including Pickup, Jeep, SUV & Bus] for the Ministry's routine operations.
11	IFB NO: MME/SSS/002/25	Specialized Equipment	This Contract Package, Specialized Equipment, comes from the budget line Transfer to Revenue Enhancement Initiatives. This contract package in the amount of <b>USD33,000.00</b> , will be used to procure assorted Specialized Equipment specifically for used by the Government Diamond Office of the Ministry in compliance to the Kimberley Process Certification Shceme (KPCS). Due to the signaficance of these equipment, the Ministry requests the Commission's No Objection to use the Single Source Selection (SSS) Method in favor of <b>I. DAVID</b> , an international company specialized in the sales of quality diamond related equipment. Some of the assorted Equipment include : Diamond Tester, Magnifying Glasses, Scoops, Scales, etc.

Prepared by: \_\_\_\_\_  
 James T. Snowea  
 Procurement Director / Manager

Approved by: \_\_\_\_\_  
 Wilmot J. M. Paye  
 Minister / Chair. Procurement Committee

Date: 27/07/25

*Handwritten notes:*  
 1/30/25