



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/0263/25'**

February 7, 2025

Atty. Cornelia Wonkerleh Kruah
DEPUTY MINISTER FOR ADMINISTRATION
Ministry of State for Presidential Affairs
Executive Mansion Grounds
Republic of Liberia

Dear Atty. Kruah:

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

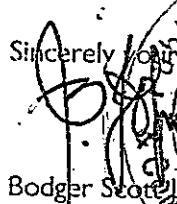
We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Ministry of State for Presidential Affairs (MoSPA) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the MoSPA annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the MoSPA 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.

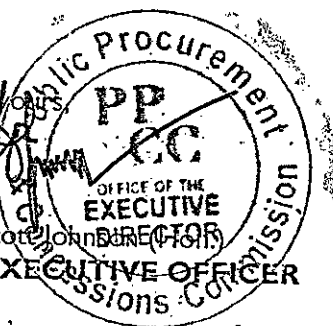
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states "each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its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


Bodger Scott Johnson
CHIEF EXECUTIVE OFFICER





Office Of The
Deputy Minister / Administration

MINISTRY OF STATE FOR PRESIDENTIAL AFFAIRS

THE EXECUTIVE MANSION
MONROVIA, LIBERIA

CKT/DMA/MOS/018/RL

January 30, 2025

Hon. Bodger Scott Johnson

Executive Director

Public Procurement and Concessions Commission (PPCC)
Monrovia, Liberia

Dear Mr. Johnson:

We are pleased to submit herewith, the annual Procurement Plan of the Ministry of State for Presidential Affairs for Fiscal Year 2025 for your review and approval.

Our submission is in line with **Section 40 (3)** of the **Public Procurement and Concessions Act**.

We shall appreciate your timely considerations of our request.

Kind regards.

Sincerely,


Atty. Cornelia Womkerleh Kruah
Deputy Minister for Administration

Received:
Theophilus B. Kollie
Feb. 5, 2025
Tms; 1:55 PM

**Ministry of State for Presidential Affair
Procurement Plan (Non-SBA Budget)
Source of Funding: GOL
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	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	
																			BASIC DATA
Planned	1	IFB No/MOS/NCB/001/25	Stationery	G 4761	Assorted	114,425.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	17-Dec-24	24-Dec-24	31-Dec-24	14-Jan-25	N/A	1-Dec-25	31-Dec-25	
Update																			
Actual																			
Planned	2	IFB No/MOS/NCB/002/25	Renovation of Buildings	F4100	4	363,000.00	NCB	27-Dec-25	3-Jan-26	10-Jan-26	17-Jan-26	31-Jan-26	7-Feb-26	14-Feb-26	21-Feb-26	N/A	31-Mar-25	31-Dec-25	
Update																			
Actual																			
Planned	2	IFB No/MOS/RB/001/25	Food Stuffs	G4630	1- Firm	209,415.00	RB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	17-Dec-24	24-Dec-24	31-Dec-24	14-Jan-25	N/A	1-Dec-25	31-Dec-25	
Update																			
Actual																			
Planned	3	IFB No/MOS/NCB/003/25	Vehicle Spare Parts	G4530	Assorted	75,000.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	17-Dec-24	24-Dec-24	31-Dec-24	14-Jan-25	N/A	30-Nov-25	31-Dec-25	
Update																			
Actual																			
Planned	4	IFB No/MOS/NCB/004/25	Cleaning Materials	G 4773	Assorted	100,827.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	30-Apr-25	31-Dec-25	
Update																			
Actual																			
Planned	5	IFB No/MOS/RB/002/25	Medical Materials	G 4772	Assorted	27,521.00	RB	3-Feb-25	10-Feb-25	17-Feb-25	24-Feb-25	24-Mar-25	31-Mar-25	7-Apr-25	21-Apr-25	N/A	31-Jul-25	31-Dec-25	
Update																			
Actual																			
Planned	6	IFB No/MOS/RFQ/001/25	Building Materials	G 4752	Assorted	7,000.00	RFQ	3-Feb-25	10-Feb-25	17-Feb-25	24-Feb-25	10-Mar-25	17-Mar-25	24-Mar-25	17-Apr-25	N/A	31-May-25	31-Dec-25	
Update																			
Actual																			
SUB TOTAL						897,188.00													

Signed: 
Siaña Kossellie
Procurement Director

Date: Jan 30, 2025


2/7/25

Approved:


Atty. Cornelia Wonkerleh Kruah
Deputy Minister for Administration


Date: 1/30/2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
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	7	IFB No/MOS/NCB/005/25	Computers & Supplies	G 4741	Assorted	38,555.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	21-Jan-25	4-Feb-25	N/A	30-Apr-25	1-Dec-25	
Update																			
Actual																			
Planned	8	IFB No/MOS/NCB/006/25	Electrical Appliances	G 4759	Assorted	85,000.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	31-Jan-25	1-Dec-25	
Update																			
Actual																			
Planned	9	IFB No/MOS/NCB/007/25	Generators	G 4659	5	125,000.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	31-Jan-25	1-Dec-25	
Update																			
Actual																			
Planned	10	IFB No/MOS/NCB/008/25	Air Conditioner	G 4759	Assorted	110,000.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	31-Jan-25	1-Dec-25	
Update																			
Actual																			
Planned	11	IFB No/MOS/NCB/009/25	Office Equipment	G 4659	Assorted	65,000.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	31-Jan-25	1-Dec-25	
Update																			
Actual																			
Planned	12	IFB No/MOS/RB/003/25	Vehicles	G 4510	14	650,000.00	RB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	14-Jan-25	21-Jan-25	4-Feb-25	18-Feb-25	N/A	30-Mar-25	1-Dec-25	
Update																			
Actual																			
Planned	13	IFB No/MOS/RFQ/002/25	Gen. spare Parts	G 4659	assorted	7,500.00	RFQ	23-Feb-25	2-Mar-25	9-Mar-25	16-Mar-25	30-Mar-25	6-Apr-25	20-Apr-25	4-May-25	N/A	1-Nov-25	1-Dec-25	
Update																			
Actual																			
Planned	14	IFB No/MOS/RFQ/003/25	Air Conditioner Spare Parts	C 3312	assorted	7,500.00	RFQ	24-Feb-25	3-Mar-25	10-Mar-25	17-Mar-25	31-Mar-25	7-Apr-25	21-Apr-25	5-May-25	N/A	31-Oct-25	1-Dec-25	
Update																			
Actual																			

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SUB TOTAL	1,088,555.00																		
SUB TOTAL	897,188.00																		
GRAND TOTAL	1,985,743.00																		

Signed: 
 Siafia Kessellie
 Procurement Director

Date: Jan. 30, 2025

Approved: 
 Atty. Cornelia Wopkerleh Kruah
 Deputy Minister for Administration

Date: 01/30/2025

WESKO
2/7/25


 Public Procurement & Concessions Commission
 EXECUTIVE DIRECTOR
2/7/25

MINISTRY OF STATE FOR PRESIDENTIAL AFFAIRS
PROCUREMENT PLAN EXPLANATORY NOTES (Non-SBA Budget)
YEAR /2025

Item NO	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No/MOS/NCB/001/25	Stationery 	<p>This contract package is intended to procure assorted Stationeries items such as:</p> <ul style="list-style-type: none"> • Cartoons of Papers (A4 Sheets, legal papers)..... assorted • Manila Foldersassorted • Folders.....assorted • Records Books.....assorted • Box File.....assorted • Brown Envelopes.....assorted • Ink and cartridgesassorted <p><i>Please Note that US\$15,000.00 from the budget line Workshops, Conferences, Seminars” will be allocated towards funding this Contract package.</i></p>
2.	IFB No/MOS/NCB/002/25	Renovation of Buildings	<p>This contract package is intended procure Construction companies to:</p> <ul style="list-style-type: none"> • Renovate the Special Project Building at the Executive Mansion • Renovate or construct selected Presidential Palaces in selected counties <p><i>Please note that this Contract Package is tied to the Budget Line “Repairs and Maintenance Civil” in the National Budget.</i></p>
3.	IFB No/MOS/RB/001/25	Food Stuffs	<p>This Contract Package is intended to Procure the below stuffs for the office and home of the President.</p> <ul style="list-style-type: none"> • Food Stuff • Drinks and beverages <p><i>Please Note that additional US\$80,000.00 from the Budget Line “Celebrations, Commemorations/State Visits” and an additional US\$15,000 from the budget line</i></p>

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			<i>Workshops, Conferences, Seminars” will be allocated towards funding this Contract package.</i>
3.	IFB No/MOS/NCB/003/25	Vehicle Spare Parts	<p>This Contract Package is intended to procure spare parts such as:</p> <ul style="list-style-type: none"> • Release Bearings • Clutch Disc • Tires • Pressure Plates • Brake Master Cylinder • Wheel Cylinder • Stabilizer Link (Back & Front) • Deferential (Back & Front) • Stabilizer Bushing
4.	IFB No/MOS/NCB/004/25	Cleaning Materials	<p>This contract package is intended procure assorted Meaning materials for the Executive Mansion, Executive Pavilion and the Unity Conference Center, VIP Lodge RIA and the home of the President.</p> <ul style="list-style-type: none"> • Mop Buckets • Tie Soap • Brooms <p><i>Please Note that US\$15,000.00 from the Budget Line “Celebrations, Commemorations/State Visits will be allocated towards funding this Contract package.</i></p>
5.	IFB No/MOS/RB/002/25	Medical Materials	<p>This contract package is intended procure specialized materials for the Clinic such as:</p> <ul style="list-style-type: none"> • Micro scope • Hemoglobin Meter • Hematocrit Centrifuge • Urine Chemistry Analyzer • Hepatitis B test etc.



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			<i>Please Note that this Package is tied to the Budget Line "Other Specialized Materials." The amount of US\$27,571 from the budget line "Other Specialized Materials" will be allocated to fund this Package."</i>
6.	IFB No/MOS/RFQ/002/25	Building Materials	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Zinc • Nails • Tiles • Ceiling • Paints
7.	IFB No/MOS/NCB/005/25	Computers & Supplies	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Laptop Computers • Desktop Computers • Industrial Printers • Network Cables • Tools Kits • RJ45 Connectors • Patch Cables <p><i>Please Note that this Package is tied to the Budget Line "Computer Supplies & ICT Services. Also, that US\$25,000.00 from the budget line "Other Specialized Materials."</i></p>
8.	IFB No/MOS/NCB/006/25	Electrical Appliances	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Freezers • Televisions • Microwaves • Wires • Electrical Fixtures (LED Bulbs)



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			<i>Please Note that this Package is funded from the Budget Line "Machinery and Equipment."</i>
9.	IFB No/MOS/NCB/007/25	Generators	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • 2 Pieces of 200KVA • 3 Units of 100KVA <p><i>Please Note that this Package is funded from the Budget Line "Machinery and Equipment."</i></p>
10.	IFB No/MOS/NCB/008/25	Air Conditioner	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Air Conditioners <p><i>Please Note that this Package is funded from the Budget Line "Machinery and Equipment."</i></p>
11.	IFB No/MOS/NCB/009/25	Office Equipment	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Safe • Cabinet • Ice box <p><i>Please Note that this Package is funded from the Budget Line "Machinery and Equipment."</i></p>
12.	IFB No/MOS/RB/003/25	Vehicles	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • SUVs • Pickups <p><i>Please Note that this Package is tied to the Budget Line "Transport Equipment."</i></p>
13.	IFB No/MOS/RFQ/002/25	Gen. spare Parts	<p>This contract package is intended to procure assorted spare parts for Generator such as:</p> <ul style="list-style-type: none"> • Air Filters • DC Alternator • AVR

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			<ul style="list-style-type: none"> • Fuel Filters • Key Starter • Engine Oil <p><i>Please Note that US\$7,500.00 from the Budget Line "Rep/ & Maint. Mach/ & Equip, Furniture" will be allocated towards funding this Contract package.</i></p>
14.	IFB No/MOS/RFQ/003/25	Air Conditioner Spare Parts	<p>This contract package is intended to procure assorted Spare parts for Air conditioners such as:</p> <ul style="list-style-type: none"> • Compressor • Condenser • Expansion Valve • Evaporator Coil • Freon <p><i>Please Note that US\$7,500.00 from the Budget Line "Rep/ & Maint. Mach/ & Equip, Furniture" will be allocated towards funding this Contract package.</i></p>

CK

Prepared by: *[Signature]*
PROCUREMENT DIRECTOR

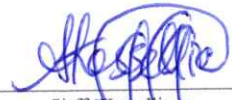
Date: January 30, 2025

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2/7/25

[Signature]


Ministry of State for Presidential Affairs
Procurement Plan (SBA)
Source of Funding: GOL
Fiscal Year 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											
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/MOS/SBA/RB/001/25	Fuel and Lubricants	G 4661	117,875 Gals.	518,650.00	RB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	1-Dec-25	1-Dec-25	
Update																			
Actual																			
Planned	2	IFB No/MOS/SBA/NCB/001/25	Air Tickets	N 7911	1- Firm	411,000.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	31-Dec-25	1-Dec-25	
Update																			
Actual																			
Planned	3	IFB No/MOS/SBA/NCB/002/25	Furniture & Fixtures	G4759	Assorted	400,434.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	2-Feb-25	1-Dec-25	
Update																			
Actual																			
Planned	4	IFB No/MOS/SBA/NCB/003/25	Printing and Binding Services	C 1812	1-Firm	20,815.00	NCB	12-Nov-24	19-Nov-24	26-Nov-24	3-Dec-24	31-Dec-24	7-Jan-25	14-Jan-25	28-Jan-25	N/A	30-Nov-25	1-Dec-25	
Update																			
Actual																			
Planned	5	IFB No/MOS/SBA/RFQ/001/25	Publication Services	M 7310	2-Firms	8,000.00	RFQ	15-Nov-24	22-Nov-24	29-Nov-24	6-Dec-24	20-Dec-24	27-Dec-24	3-Jan-25	17-Jan-25	N/A	30-Nov-25	1-Dec-25	
Update																			
Actual																			
Planned	6	IFB No/MOS/SBA/RB/002/25	Vehicle Rental Services	H 4922	2-Firms	100,000.00	RB	15-Jan-25	22-Jan-25	29-Jan-25	5-Feb-25	5-Mar-25	12-Mar-25	19-Mar-25	2-Apr-25	N/A	30-Nov-25	1-Dec-25	
Update																			
Actual																			
Planned	7	IFB No/MOS/SBA/RB/003/25	Events Catering	H 5621	6 Firms	100,000.00	RB	15-Jan-25	22-Jan-25	29-Jan-25	5-Feb-25	5-Mar-25	12-Mar-25	19-Mar-25	2-Apr-25	N/A	30-Nov-25	1-Dec-25	
Update																			
Actual																			
Planned	8	IFB No/MOS/SBA/RB/004/25	Vehicle Insurance	K 6512	1-Firm	15,000.00	RB	15-Jan-25	22-Jan-25	29-Jan-25	5-Feb-25	5-Mar-25	12-Mar-25	19-Mar-25	2-Apr-25	N/A	30-Nov-25	1-Dec-25	
Update																			
Actual																			
GRAND TOTAL						1,581,899.00													

Signed: 
Siaffa Kesselie
Procurement Director

Date: Jan. 30, 2025

Approved: 
Ayu Cornelia Wonkerlen Kruah
Deputy Minister for Administration

Date: 01/30/2025

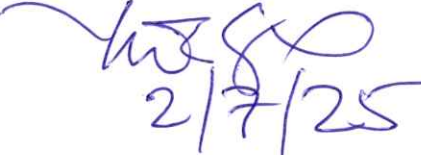

21/7/25



**MINISTRY OF STATE FOR PRESIDENTIAL AFFAIRS
PROCUREMENT PLAN EXPLANATORY NOTES (SBA)
YEAR /2025**

Item NO	Contract Package Code	Contract Package	Content of Contract Package
1.	FB No/MOS/SBA/RB/001/25	Fuel & Lubricants	<p>This contract package is intended to procure the following items:</p> <ul style="list-style-type: none"> • Fuel in Coupons • Fuel in Bulk
2.	IFB No/MOS/SBA/NCB/001/25	Air Tickets	<p>This contract package is intended to procure the following items:</p> <ul style="list-style-type: none"> • Air Tickets <p><i>Please note that this contract Package tied to the Budget Line "Foreign Travel-Means of Travel" in the National Budget.</i></p>
3.	IFB No/MOS/SBA/NCB/002/25	Furniture & Fixtures	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Office Desk & Chairs • Events Chairs and Tables • Home Furniture (Bed, Living and dining rooms sets etc) • Curtains • Decoration materials <p><i>Please Note that US\$15,000.00 from the Budget Line "Celebrations, Commemorations/State Visits will be allocated towards funding this Contract package.</i></p>
4.	IFB No/MOS/SBA/NCB/002/25	Printing & Binding	<p>This contract package is intended procure the below items:</p> <ul style="list-style-type: none"> • Printing of Banners • Printing of T-shirts and Caps • Printing of Programs • Printing of Flags


 EXECUTIVE DIRECTOR
 Procurement Commission


 2/7/25

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			<ul style="list-style-type: none"> • Letter Heads • Call Cards • Bills • Printing of Calendars etc <p><i>Please note that US\$7,000.00 is allocated to this Contract Package from the Budget Line "Workshops, Conferences & Symposium" in the National Budget.</i></p>
5.	IFB No/MOS/SBA/RFQ/001/25	Publication Services	<p>This contract package is intended procure publication services such as:</p> <ul style="list-style-type: none"> • Advertisements in the News Papers <p><i>Please note that US\$8,000.00 is allocated to this Contract Package from the Budget Line "Printing, Binding, Publication" in the National Budget.</i></p>
6.	IFB No/MOS/SBA/NCB/003/25	Renovation of Buildings	<p>This contract package is intended procure Construction companies to:</p> <ul style="list-style-type: none"> • Renovate the Special Project Building at the Executive Mansion • Renovate or construct selected Presidential Palaces in selected counties <p><i>Please note that this Contract Package is tied to the Budget Line "Repairs and Maintenance Civil" in the National Budget.</i></p>
7.	IFB No/MOS/SBA/RB/002/25	Vehicle Rental Services	<p>This Contract is intended to procure a number of cars with drivers for guests coming in the country for celebration events.</p> <p><i>Please Note that US\$25,000.00 from the Budget Line "Celebrations, Commemorations/State Visits will be allocated towards funding this Contract package.</i></p>
8.	IFB No/MOS/SBA/RB/003/25	Events Catering	<p>This contract package is intended procure Food and Catering Service Companies to provide Catering Services during Celebrations and Special events when necessary.</p> <p><i>Please note, the US\$75,000.00 is proposed to be used from the Budget Line "Celebrations, Commemorations/State Visits and an additional US\$25,000 from the Budget line Workshops, Conferences, Seminars" to fund this package."</i></p>
9.	IFB No/MOS/SBA/RB/004/25	Vehicle Insurance	<p>This contract package is intended to procure vehicle insurance for the Ministry of States.</p>



*US\$80
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10.	IFB No./MOS/SBA/SS/001/25	Internet Provider Service	This Budget line is intended to Source Internet Services from LIBTECO.
11.	IFB No./MOS/SBA/SS/002/25	Residential Property & Lease	This Package is intended to pay the services to lease residential Property for Executive use.


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Please note the following:

1. Water & Sewage servicesLWSC
2. Electricity LEC

Prepared by: 
PROCUREMENT DIRECTOR

Date: Jan. 30, 2025


 2/7/25




Ministry of State Presidential Affairs
Procurement Plan for Consultancy Services
Source of Funding: GOL
Fiscal Year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
BASIC DATA							REQUEST FOR EXPRESSION OF INTEREST, if applicable					REQUEST FOR PROPOSALS AND APPROVAL OF AWARD								
Item No	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activities Code	No. OF FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	PUBLICATION OF REOI	SUBMISSION OF EVALUATION REPORT	PC APPROVAL EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT	
Planned	1	IFB No/MOS/SS/001/25	Management Consultancy	M-6110	5	260,000.00	SS	23-Dec-24	N/A	N/A	N/A	N/A	N/A	30-Dec-24	N/A	N/A	N/A	N/A	6-Jan-25	31-Dec-25
Update																				
Actual																				
Planned	2	IFB No/MOS/SS/002/25	Technical Advisory Consulting Services	M-110	6	260,000.00	SS	23-Dec-24	N/A	N/A	N/A	N/A	N/A	30-Dec-24	N/A	N/A	N/A	N/A	6-Jan-25	31-Dec-25
Update																				
Actual																				
GRAND TOTAL						520,000.00														


Signed: 
 Siaffa Kessellie
 Procurement Director

Date: Jan. 30, 2025

Approved: 
 Deputy Minister for Administration

Date: 01/30/2025


 Executive Director


 2/7/25



**MINISTRY OF STATE FOR PRESIDENTIAL AFFAIRS
PROCUREMENT PLAN EXPLANATORY NOTES
YEAR /2025**

1.	IFB.NO. /MOS/SS/001/25	Management Consultancy	This Budget line is intended to pay for the Services of Individuals who are providing Management Consultancy services on contract at the Ministry. See below the description of the services: <ol style="list-style-type: none"> 1. Executive Secretary 2. Administrative Officer/Special Attendant 3. Security Sector Reform Officers
2.	IFB.NO. /MOS/SS/002/25	Technical Advisory Consulting Services	This Budget line is intended to pay for the Services of Individuals who are providing Technical Advisory Services on contract with the Ministry. See below the description of the services: <ol style="list-style-type: none"> 1. Technical Assistants 2. Senior Advisors and head of Projects 3. Technical Advisor

ok

Prepared by: *[Signature]*
PROCUREMENT DIRECTOR

*USC/NO
2/7/25*

Date: Jan. 30, 2025

[Signature]

