



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/0222/25'**

January 30, 2025

Dr. Solomon K. Jarpah, Sr.

PRESIDENT

Sinoe County Community College

Greenville City, Sinoe County

Republic of Liberia

Dear Dr. Jarpah:

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 Sinoe County Community College (SCCC) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the SCCC annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the SCCC 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.

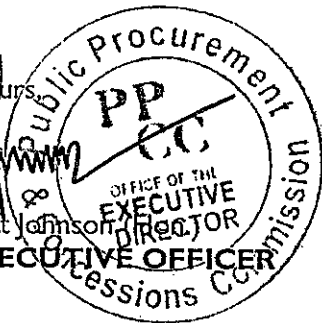
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states *“each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in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



SINOE COMMUNITY COLLEGE (SCC)



Greenville City, Sinoe County

Republic of Liberia

Contact: +231 (0) 777-023912 / 886-562545

Email: sinoeccommunitycollege@gmail.com



Office of the President

Hon. Bodger Scott Johnson
Executive Director
Public Procurement &
Concession Commission
Executive Mansion Ground
Capitol Hill, Monrovia, Liberia

January 28, 2025

Dear Hon. Johnson

I present my sincere compliments. In keeping with section 40 sub-section 1, of the public procurement & Concession Commission Act of 2010, which requires every government entity using public funds to submit to the PPCC an annual procurement plan for approval, I hereby, submit for your approval the attached procurement plan of the Sinoe Community College.

Thanks you for your consideration.

Kind regards.

Sincerely yours,

Dr. Solomon K. Jarpah Sr
President

Received:
Theophilus S. B. Kollie
Jan. 28, 2025
Time: 2:25 pm

**SINOE COMMUNITY COLLEGE
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	
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES											
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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.SCC/SBA/RB/001/2025	Petroleum Products	G4661	7,600 gallons @4.00usd	34,200.00	RB	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/24/2025	2/28/2025	3/7/2025	3/19/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO.SCC/SBA/RB/002/2025	Vehicles Repair & Maintenance Service	G4520	1 Firm	14,000.00	RB	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/24/2025	2/28/2025	3/7/2025	3/19/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO.SCC/SBA/RFQ/001/2025	Generator Repair & Maintenance Service	C3314	1 Firm	4,000.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB NO.SCC/SBA/RFQ/002/2025	Cleaning Materials	G4773	Assorted	7,500.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
SUB-TOTAL						\$59,700.00													



Prepared by: [Signature]
PROCUREMENT DIRECTOR

Approved by: [Signature] Date: 1/28/2025
Dr. Solomon K. Jarpah, Sr
PRESIDENT/ CHAIRMAN PROCUREMENT COMMITTEE

W. S. J. O.
1/30/25

**SINOE COMMUNITY COLLEGE
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
Fiscal year: 2025**

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PLANNED	5	IFB NO.SCC/SBA/RB/003/2025	Stationery	G4761	Assorted	16,202.00	RB	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/24/2025	2/28/2025	3/7/2025	3/19/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB NO.SCC/SBA/RFQ/003/2025	Scratch Cards	J6190	800 pcs @ 5usd	4,000.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB NO.SCC/SBA/RFQ/004/2025	Repair and Maintenance Office Building	F4100	1 Firm	5,250.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	8	IFB NO.SCC/SBA/RFQ/005/2025	Vehicles Rental and Lease	H4922	1 Firm	4,750.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL																			
SUB-TOTAL						\$30,202.00													







Prepared by: 
PROCUREMENT DIRECTOR

Approved by: 
Dr. Solomon K. Jarpah, Sr
PRESIDENT/ CHAIRMAN PROCUREMENT COMMITTEE

Date: 1/28/25


1/30/25

**SINOE COMMUNITY COLLEGE
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
Fiscal year: 2025**

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PLANNED	9	IFB NO. SCC/SBA/R FQ/006/2025	Employee ID Cards	C1811	1Firm	1,500.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	10	IFB NO. SCC/SBA/R B/004/2025	Education Materials	G4761	Assorted	10,540.00	RB	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/24/2025	2/28/2025	3/7/2025	3/19/2025	N/A	12/16/2025	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB NO. SCC/SBA/R FQ/007/2025	Text Books	G4761	Assorted	8,525.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/25	
UPDATE																			
ACTUAL																			
PLANNED	12	IFB NO./SCC//R EQ/008/2025	Printing and Binding	C1812	Assorted	3,100.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/25	
UPDATE																			
ACTUAL																			
SUB-TOTAL						\$23,665.00													

Prepared by: [Signature]
PROCUREMENT DIRECTOR

[Signature]
1/30/25

Approved by: [Signature]
Dr. Solomon K. Jarpah, Sr
PRESIDENT/ CHAIRMAN PROCUREMENT COMMITTEE

Date: 1/28/25



**SINOE COMMUNITY COLLEGE
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL**

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											
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PLANNED	13	IFB NO./SCC//REQ/009/2025	Laboratory Chemicals	G4759	1 Firm	5,725.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
UPDATE																			
ACTUAL PLANNED	14	IFB NO./SCC//REQ/010/2025	Computer supplies	G4741	Assorted	6,700.00	RFQ	01/10/2025	01/15/2025	01/20/2025	01/24/2025	2/10/2025	2/14/2025	2/20/2025	3/10/2025	N/A	12/16/2025	12/31/2025	
SUB-TOTAL						\$12,425.00													
GRAND-TOTAL						125,992.00													

Fiscal year: 2025

Prepared by:


PROCUREMENT DIRECTOR

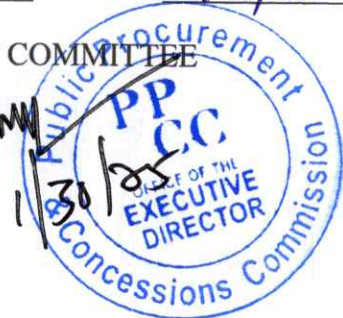
Approved by:



Dr. Solomon K. Jarpah, Sr

Date:

1/28/25

PRESIDENT/ CHAIRMAN PROCUREMENT COMMITTEE




1/30/25

SINOE COMMUNITY COLLEGE
 PROCUREMENT PLAN (SBA)
 EXPLANATORY NOTES
 FISCAL YEAR: 2025

1	IFB NO./SCC//RB/001/2025	Petroleum Products	This contract Package is intended to procure petroleum products for the use of SCC vehicles and generator. a) gasoline--- 7,598 gallons b) fuel-----7,598 gallons
2	IFB NO./SCC//RB/002/2025	Vehicle Repair and Maintenance service	This contract package is intended to hire a firm to provide repair and maintenance service for vehicle
3	IFB NO./SCC//RFQ/001/2025	Generator Repair and Maintenance service	This contract package is intended to hire a firm to provide repair and maintenance service for generator
4	IFB NO./SCC//RFQ/002/2025	Cleaning Materials	This contract package is intended to procure: toilet tissues, napkins/ facial tissues, dusting tower, liquid hand soap, hand sanitizer, powder soap, air freshener, regular bleach, floor mop, Soft broom, Air freshener, paper towel, vim, rexoguard, Dettol, etc.
5	IFB NO./SCC//RB/003/2025	Stationery	This contract package is intended to procure the items below: legal paper 215mm x 356mm 10 cartons, A4 paper 210mm x 297mm 12 cartons, brown envelopes A4 size _1 carton, manila folder legal size _4 cartons, manila folder A4 size _4 cartons, staple machine, gel pens assorted, ball point pen assorted colors, genuine ink and toner cartridges, correction fluid, stick-on-pad, received date stamp, etc. provide repair and maintenance service for generator
6	IFB NO./SCC//RFQ/004/2025	Scratch Cards	This contract package is funded from the budget line Telecommunication Internet and is intended to procure the following cards:

			<ul style="list-style-type: none"> • Lone Star cards----- 400 pcs • Orange cards----- 400 pcs
7	IFB NO./SCC//RFQ/005/2025	Repair and Maintenance Office building	This contract package is funded from the budget line repair and maintenance civil. It is intended to hire a firm to carry out regular repair and maintenance of Office building
8	IFB NO./SCC//RFQ/006/2025	Vehicle Rental and Lease	This contract package is intended to hire a firm for vehicle rental and lease
9	IFB NO./SCC//RFQ/007/2025	Employee ID Cards	This contract package is intended to hire a firm for the provision of employees ID Cards
10	IFB NO./SCC//RB/0032025	Education Materials	This contract package is intended to hire a firm for the provision of education materials
11	IFB NO./SCC//RFQ/009/2025	Text Books	This contract package is intended to hire a firm for the provision of Text books
12	IFB NO./SCC//RFQ/010/2025	Printing and binding	This contract package is intended to hire a firm for the provision of printing materials like call cards, envelopes, T-shirts
13	FB NO./SCC//RFQ/011/2025	Laboratory Chemicals	This contract package is intended to hire a firm for the provision of laboratory chemicals
14	FB NO./SCC//RFQ/011/2025	Computer Supplies	This contract package is intended to hire a firm for the provision of computer supplies

Prepared by: _____

~~PROCUREMENT DIRECTOR~~

[Handwritten Signature]
1/30/25

Approved by: _____

[Handwritten Signature]
Dr. Solomon K. Jarpah, Sr

PRESIDENT/ CHAIRMAN PROCUREMENT COMMITTEE

Date: _____

[Handwritten Date]
1/28/25

