



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



Ref. **PPCC/RL/CEO/116/26'**

February 6, 2026

Hon. Antonio F. Zayzay

DIRECTOR

Webbo Rural Teacher Training Institute
Konowroken City, River Gee County
Republic of Liberia

Dear Hon. Zayzay:

Subj: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR THE FISCAL YEAR 2026**

We present our compliments and wish to acknowledge receipt of your letter, which sought the approval of the Commission for the Webbo Rural Teacher Training Institute Draft Procurement Plans for FY 2026, in accordance with **Section 40(3)** of the PPC Act. The Commission, however, wishes to inform you that your plan has been Provisionally Approved pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan, culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the President approves the budget and you ascertain the availability of funding. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement.

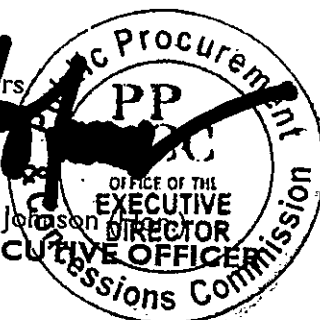
Upon passage of the FY 2026 National Budget, you are required to submit a revised/updated procurement plan, a detailed budget for WRTTI's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2026, and the staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year 2025, as stated. The said submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2026.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily compliant with the PPCA, 2026, as we jointly aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

Sincerely yours,

Booger Scott Johnson
CHIEF EXECUTIVE OFFICER





Office of the
Director

REPUBLIC OF LIBERIA

WEBBO RURAL TEACHER TRAINING INSTITUTE

Konowroken City, Webbo Statutory District River Gee County

Email: Zayzayantonio19762@gmail.com

(+231)776-234-282/886-563-079



January 23, 2025

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

Dear Hon. Johnson,

Please accept our sincere compliments and best wishes. We are pleased to submit our procurement plan package for the calendar year 2026 for your approval. The package contains procurement Plans, the Spending Plans and the Explanatory Notes to the plans.

The WRTTI appreciates the major role play by the Public Procurement and Concessions Commission (PPCC) in enhancing trust and accountability in the public financial management of our country.

Thanks for the usual understanding and collaboration.

Best regards.

Sincerely yours,


Antonio F. Zayzay
Director/WRTTI

Cc. File



Received:
Theophilus S. B. Kallio
Jan. 23, 2026
Time: 1:48 PM

Webbo Rural Teacher Training Institute (WRTTI)
Procurement Plan (SBA)
Source of Funding: 2026 National Budget
Budget Period/Fiscal Year: January 1, 2026 - December 31, 2026

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)	CONT. PACKAGE	BUSINESS ACTIVITIES CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENTS	PC APPROVAL - BID DOC/TECH SPECS	BID INVATION & RELEASE OF BID DOC.	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION PRPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLAN	1	IFB No. WRTTI/SBA/RB/001/2026	Stationery	G4761	Assorted	12,000.00	RB	2-Jan-26	16-Jan-26	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	14-Dec-26	30-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	2	IFB No. WRTTI/SBA/NCB/001/2026	Cleaning Materials	G4773	Assorted	15,000.00	NCB	2-Jan-26	0-Jan-00	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	14-Dec-26	30-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	3	IFB No. WRTTI/SBA/RFQ/001/2026	Drug	G4772	Assorted	9,990.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	14-Dec-26	30-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	4	IFB No. WRTTI/SBA/RFQ/002/2026	Scratch Card	J6190	Assorted	3,887.00	RFQ	15-Jan-25	22-Jan-25	29-Jan-25	5-Feb-25	12-Feb-25	19-Feb-25	26-Feb-25	5-Mar-25	N/A	15-Dec-26	30-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	5	IFB No. WRTTI/SBA/RB/002/2026	Petroleum Products	G4661	4,618.94	20,000.00	RB	2-Jan-26	16-Jan-26	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	15-Dec-26	30-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	6	IFB No. WRTTI/SBA/NCB/002/2026	Teaching materials	G4761	Assorted	30,000.00	NCB	2-Jan-26	16-Jan-26	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	14-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
Grand Total						90,877.00													

Signed: _____

Jeremiah D. W. Tarty
 Jeremiah D. W. Tarty
 Procurement Officer/WRTTI

Date: _____

Jan. 23, 2026

Page 1



Approved: _____

Antonio F. Zayzay
 Antonio F. Zayzay
 Director/WRTTI

02/06/26

Webbo Rural Teacher Training Institute (WRTTI)
Explanatory Note to Procurement Plan (SBA)
Fiscal Year 2026

No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. WRTTI/SBA/RB/001/2025	Stationery	This contract package is intended to procure assorted stationery items for administrative and academic use: sheets, cartridges, photo copiers, printers, ledgers, chalks,, glue, marker, pen, folders, stipliers, stiple pins, pencils, punch, ruler, poster sheets, glue, tapes, etc.
2	IFB No. WRTTI/SBA/NCB/001/2025	Cleaning Materials and Service	This contract is intended to procure the following items: soaps, brushes, tide soaps, towels, tissues, mops, tissue, brooms, etc.
3	IFB No. WRTTI/SBA/RFQ/001/2025	Drug	This contract package is intended to procure assorted drugs and other medical supplies for WRTTI clinic such as paracetamol, aspirin, and other first aid materials, ect.
4	IFB No. WRTTI/SBA/RFQ/002/2025	Scratch Card	This contract package is intended to procure scratch cards for voice call and internet data communication
5	IFB No. WRTTI/SBA/RB/SBA/002/2026	Petroleum products	This contract is intended to procure fuel WRTTI vehicles and generators
6	IFB No. WRTTI/SBA/NCB/004/2026	Teachingl Materials	This contract package is intended to procure development and printing of assorted educational materials for academic purpose. Training modules/booklets: foundation, child development, pedagogy, teaching content, teacher plan book, teacher roll book, copy books, poster sheets, ect.
7		Electricity	This contract package is intended to pay electricity bills and to acquire other electricity related items such as transorner, cables, etc.

Signed: _____ Date _____
Jeremiah D. W. Tarty
Procurement Officer/WRTTI

Approved: _____
Antonio F. Zayzay
Dorector/WRTTI

[Handwritten Signature]
02/06/26



Webbo Rural Teacher Training Institute (WRTTI)
Procurement Plan (Non-SBA)
Source of Funding: 2026 National Budget
Budget Period/Fiscal Year: January 1, 2026 - December 31, 2026

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)	CONT. PACKAGE	BUSINESS ACTIVITIES CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENTS	PC APPROVAL - BID DOC/TECH SPECS	BID INVATION & RELEASE OF BID DOC.	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION PRPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLAN	1	IFB No. WRTTI/NCB/001/2026	Food Stuff	G4630	Assorted	198,000.00	NCB	2-Jan-26	16-Jan-26	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	14-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	2	IFB No. WRTTI/RB/001/2026	Spare parts for Vehicle	G4530	Assorted	12,000.00	RB	2-Jan-26	16-Jan-26	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	14-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLAN	3	IFB No. WRTTI/NCB/002/2026	Building Materials	G4663	Assorted	38,000.00	NCB	2-Jan-26	16-Jan-26	23-Jan-26	30-Jan-26	2-Mar-26	9-Mar-26	16-Mar-26	23-Mar-26	N/A	14-Dec-26	31-Dec-26	
UPDATE																			
ACTUAL																			
Grand Total						248,000.00													

Signed: 
 Jeremiah D. W. Tarty
 Procurement Officer/WRTTI

Date: Jan. 23, 2026

Page 1

Approved: 
 Antonio F. Zayzay
 Director/WRTTI


 02/06/26



Webbo Rural Teacher Training Institute (WRTTI)

Explanatory Note to Procurement Plan (Non SBA)

Fiscal Year 2026

No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. WRTTI/NCB/001/2026	Food	This contract package is intended to procure assorted food and catering items for trainees and trainers on campus such as rice, sardines, oil, sugar, baking powder, margarine, cornmeal, salt, canned mackerel, fish, egg, mampo, flour, cornmeal, cewamy wheat, cocoa dust, powder milk, quaker oats, onion, vita, yeast, frozen chicken, mayonnaise, black pepper, season all, smoked fish, canned beef, boneless meat, etc. This will be funded from the line item: Food and Catering Services. 10,000.00 USD from this line will be used to purchase local food and catering items.
2	IFB No. WRTTI/RB/002/2026	Spare Parts for Vehicle	This contract package is intended to procure spare parts for WRTTI vehicles: Tyres, bearings, battery, priming pumps, pump butt, break shoes, break pads, etc. This contract package will be funded from the line item: Repair and Maintenance - Vehicle
3	IFB No. WRTTI/NCB/002/2026	Building materials	This contract package is intended to procure building materials: cement, electric wire, light bulbs. Various types of planks, nails, zinc, doors, door frames, tiles, socks, sand, etc. This contract package is funded from the line item: Repair and maintenance - Civil.

Signed: _____

Jeremiah D. W. Tarty
Procurement Officer/WRTTI

Jan. 23, 2026

Date

Approved: _____

Antonio F. Zayzay
Director/WRTTI

02/06/26



Webbo Rural Teacher Training Institute (WRTTI)
 PSIP Procurement Plan - Materials & Supplies and Transport Equipment - Vehicle
 Source of Funding: 2026 National Budget
 Budget Period/Fiscal Year: January 1, 2026 - December 31, 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
BASIC DATA							IMPLEMENTATION DATES												
	ITEM NO.	PACKAGE NUMBER (CODE)	CONT. PACKAGE	BUSINESS ACTIVITIES CODE(S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENTS	PC APPROVAL - BID DOC/TECH SPECS	BID INVATION & 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	REMRKS
PLAN	1	IFB No. WRTTI/PSIP/NCB/001/2026	Building Materials	G4663	Assorted	96,500.00	NCB	5 Jan 2026	12 Jan 2026	19 Jan 2026	26 Jan 2026	26 Feb 2026	5 Mar 2026	12 Mar 2026	19 Mar 2026	N/A	14-Dec-26	31 Dec 2026	
UPDATE																			
ACTUAL																			
PLAN	2	IFB No. WRTTI/PIP/RB/001/2026	Utility Vehicle	G4610	1	70,000.00	RB	5 Jan 2026	12 Jan 2026	19 Jan 2026	26 Jan 2026	26 Feb 2026	5 Mar 2026	12 Mar 2026	19 Mar 2026	N/A	14-Dec-26	31 Dec 2026	
UPDATE																			
ACTUAL																			

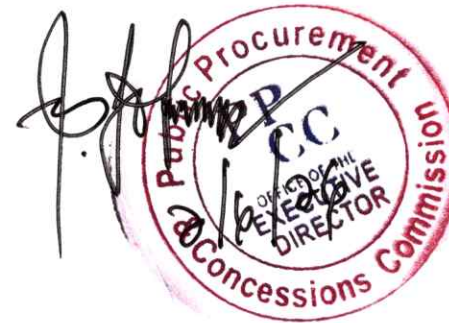
Signed: Jeremiah D. W. Tarty
 Procurement Officer/WRTTI

Jan. 23, 2026

Approved



[Handwritten signature]
 02/06/26



Webbo Rural Teacher Training Institute (WRTTI)
Explanatory Note to PSIP Procurement Plan
Fiscal Year 2026

No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. WRTTI/PSIP/NCB/001/2026	Building Material	This contract package is intended to procure construction materials: cement, sand, crush rock, steel rods, electric wire, light bulbs. Various types of planks, nails, zinc, doors, door frames, tiles, socks, sand, etc. This contract package is funded from the line item: PSIP Building Materials.
2	IFB No. WRTTI/PSIP/RB/007/2026	Transport Equipment	This contract package is intended to procure one Land Cruiser double cabin pickup for utility including but not limited to, deployment of trainees to catchment schools, master trainers field visitations among other utility purposes.

Signed:  Jan. 23, 2026
Jeremiah D. W. Tarty Date
Procurement Officer/WRTTI

Approved: 
Antonio F. Zayzay
Director/WRTTI


02/06/26

