



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/RLICEO/217/26'**

March 2, 2026

Hon. Richard Fatorma Ngafuan

**DIRECTOR GENERAL**

Liberia Institute of Statistics & Geo-Information Services

Capitol Hill

Republic of Liberia

Dear Hon. Ngafuan:

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

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Liberia Institute of Statistics & Geo-Information Services Annual Procurement Plan. Following a thorough review, the Commission hereby approves the Liberia Institute of Statistics & Geo-Information Services procurement plan for the fiscal year 2026 in accordance with **Section 40 (3)** of the PPCA, 2026. The Commission further informs the LISGIS 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, 2026**, 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, 2026, as we jointly aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.





**LIBERIA INSTITUTE OF STATISTICS & GEO- INFORMATION SERVICES**  
 STATISTICS HOUSE, CAPITOL HILL  
 P.O. BOX 629, MONROVIA, LIBERIA



Office of the Director General  
 Email: [richardngafuan@live.com](mailto:richardngafuan@live.com)  
 Website: [www.lisgis.gov.lr](http://www.lisgis.gov.lr)

**LISGIS/DG/RFN /A-1.1/021/02/'26**

February 23, 2026

**Hon. Bodger Scot Johnson**  
 Executive Director  
 Public Procurement and Concessions Commission (PPCC)  
 Capitol Hill, Monrovia, Liberia

**Ref: Procurement Plan Submission**

Dear Hon. Johnson:

I extend my compliments and wish to submit LISGIS' Core Budget Procurement Plan for FY 2026 for your review and approval.

I am also requesting your consideration for reduced lead times in the preparation and submission of bids and proposals of the contract packages for the procurement of Guards and Security Services, vehicle Repairs and Maintenance services, as per the attached procurement plans. This adjustment will allow us to expedite the preparation of necessary documents and meet the required timelines for the execution of planned activities.

The timely approval of this plan is critical to the successful implementation of our ongoing programs.

Our submission includes a breakdown of contract packages in the procurement plans, as well as the cash plan.

We also wish to use this medium to furnish the Commission with the names of members of the institution's Procurement Committee and staff of our Procurement Unit, as shown in the tables below:

**LISGIS Procurement Committee Members**

NO	NAME	POSITION	CANTACT	EMAIL
1	Richard Fatorma Ngafuan	Director-General/Chair	0776210164	<a href="mailto:richardngafuan@live.com">richardngafuan@live.com</a>
2	Boima H. M. Sonii	DDGSDP-member	0777524773	<a href="mailto:bhmsonii1975@gmail.com">bhmsonii1975@gmail.com</a>
3	Mariah Quaye Gilayeneh	DDGA-member	0770560087 0886560087	<a href="mailto:mariahgilayeneh@gmail.com">mariahgilayeneh@gmail.com</a>
4	Johnson Q. Kei	DDGID-member	0777147044	<a href="mailto:jquiahkei@gmail.com">jquiahkei@gmail.com</a>
5	Lawrence Yanka	Dir. Finance member	0776421200	<a href="mailto:yankalawrence@gmail.com">yankalawrence@gmail.com</a>
6	T. Monroe Wesso	Secretary	0777031652	<a href="mailto:tmonroewesso@gmail.com">tmonroewesso@gmail.com</a>

John Serru  
 02/24/2026  
 TIME - 9:53AM

# Liberia Institute of Statistics & Geo-Information Services (LISGIS)

## Procurement Plan (SBA Core Budget)

### Source of Funding: National Budget

### Fiscal Year 2026

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												REMARKS
		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		
Planned	1	IFB No/LISGIS/SBA/RB/01/2026	Petroleum Products (Diesel and Gasoline)	G 4661	15,900.92gals @\$4.33	68,851.00	RB	19-Feb-26	24-Feb-26	3-Mar-26	5-Mar-26	19-Mar-26	26-Mar-26	31-Mar-26	14-Apr-26	N/A	28-Apr-26	30-Dec-26		
Update																				
Actual																				
Planned	2	IFB No/LISGIS/SBA/RFQ/01/2026	Scratch cards	G-4653	80 Packs	4,000.00	RFQ	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26		
Update																				
Actual																				
Planned	3	IFB No/LISGIS/SBA/RFQ/02/2026	Generator Repair and Maintenance Services	C 3312	1-Firm	3000.00	RFQ	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26		
Update																				
Actual																				
<b>Sub-Total</b>						<b>75,851.00</b>														

Signed: \_\_\_\_\_  
 T. Monroe Wesso  
 Procurement Director

*[Handwritten Signature]*  
 03/02/26

Date: 2/19/2026



Approved: \_\_\_\_\_  
 Richard F. Ngfuan  
 Director General/Chairman PC.

Date: February 19, 2026

**Liberia Institute of Statistics & Geo-Information Services (LISGIS)**

**Procurement Plan (SBA Core Budget)**

**Source of Funding: National Budget**

**Fiscal Year 2026**

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													REMARKS
		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			
Planned	4	IFB No/LIS GIS/SBA/RFQ/03/2026	Repairs & Maintenance of Mach/Equip	C 3314	1-Firm	9,000.00	RFQ	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26			
Update																					
Actual																					
Planned	5	IFB No/LIS GIS/SBA/RFQ/04/2026	Assorted Stationery	G 4761	Assorted	9,297.00	RFQ	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26			
Update																					
Actual																					
Planned	6	IFB No/LIS GIS/SB	Cleaning Materials	N 8121	Assorted	16,703.00	RB	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	<del>18-Mar-26</del> 1-April-26	21-Mar-26 8-April-26	28-Mar-26 15-April-26	29-Apr-26	N/A	18-Apr-26	30-Dec-26			
Update																					
Actual																					
Sub-Total						35,000.00															

Signed: *T. Monroe Wesso*  
**T. Monroe Wesso**  
 Procurement Director

Date: 2/19/2026

*[Handwritten Signature]*  
 03/02/26



Approved: *Richard F. Ngfuan* Date: February 19, 2026  
**Richard F. Ngfuan**  
 Director General/Chairman PC.

**Liberia Institute of Statistics & Geo-Information Services (LISGIS)**

**Procurement Plan (SBA Core Budget)**

**Source of Funding: National Budget**

**Fiscal Year 2026**

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												REMARKS
		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		
Planned	7	IFB No/LISGIS/SBA/NCB/01/2026	Printing & Binding Services	C1811/1812	1-Firm	79,447.00	NCB	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	<del>18-Mar-26</del> 1-April-26	<del>21-Mar-26</del> 8-April-26	<del>28-Mar-26</del> 15-April-26	24-Apr-26	N/A	18-Apr-26	30-Dec-26		
Update Actual																				
Planned	8	IFB No/LISGIS/SBA/RFQ/05/2026	Publication Services	J 5813	1-Firm	1,000.00	RFQ	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26		
Update Actual																				
Planned	9	IFB No/LISGIS/SBA/NCB/02/2026	Guards & Security Services	N 8010	1-Firm	43,740.00	NCB	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26		
Update Actual																				
Sub-Total						124,187.00														
<b>Grand Total- SBA</b>						<b>235,038.00</b>														

Signed: \_\_\_\_\_

**T. Monroe Wesso**  
Procurement Director

*[Handwritten Signature]*  
03/02/26

Date: 2/19/2026



Approved: \_\_\_\_\_ Date: 2/19/2026

**Richard F. Ngfuan**  
Director General/Chairman PC.

**Liberia Institute of Statistics & Geo-Information Services (LISGIS)**  
**Consultancy Procurement Plan (Core Budget)**  
**Source of Funding: GOL/MFDP**  
**Fiscal Year: 2026**

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						IMPLEMENTATION DATES						
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATIO N OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT/Short listing	PC APPROVAL- EVALUATION REPORT/SHORTLIST/ Invitation for Interview	PREPARAT ION & SUBMISSI ON OF RFP DOCUMENT T/ Interview	PC APPROVAL - FINAL TOR/RFP DOCUMENT /Interview Report	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATION REPORT/NEG OTIATION	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT	
PLANNED	1	IFB No. LISGIS/ICS/01/2026	Legal Consultant	O-8412	1- person	15,000.00	ICS	16-Feb-26	N/A	1/9/1900	N/A	2-Mar-26	23-Mar-26	30-Mar-26	20-Apr-26	4-May-26	18-May-26	1-Jun-26	25-Nov-26	
UPDATE																				
ACTUAL																				
<b>GRAND TOTAL</b>					<b>15,000.00</b>															

Signed: \_\_\_\_\_  
 T. Monroe Wesso  
 Director of Procurement

Date: 2/19/2026

Approved: \_\_\_\_\_  
 Richard F. Ngafuan  
 Director General/ Chairman PC

Date: February 19, 2026

*[Handwritten signature]*  
 03/2/26







# Liberia Institute of Statistics and Geo-Information Services

Consultancy Procurement Plan (Core Budget) Notes

Source of Funding: GOL/MFDP

Fiscal Year: 2026

Item No	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	PACKAGE
1	IFB No. LISGIS/ICS/01/2026	Selection of Legal Consultant	This package is intended for hiring a Councilor to provide legal services to LISGIS. It comes from the budget line-222119: Legal Dues and compensations

Prepared By: \_\_\_\_\_

T. Monroe Wesso  
**Procurement Director**

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

01/19/2026

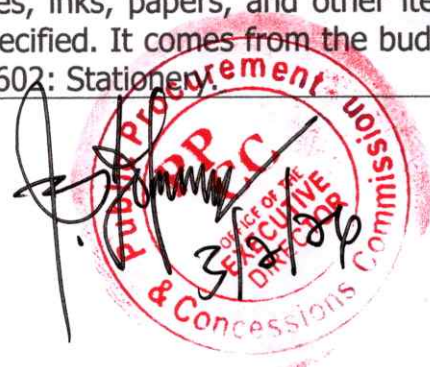
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03/02/26



Liberia Institute of Statistics and Geo-Information Services  
 Procurement Plan (SBA) Explanatory Notes  
 Source of Funding: National Budget/MFDP  
 Fiscal Year: 2026

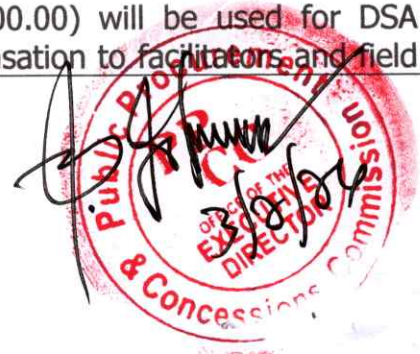
Item No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT/EXPLANATION OF CONTRACT PACKAGE
1.	IFB No/LISGIS/SBA/RB/01/ 2026	Petroleum Products (Diesel and Gasoline)	This package is intended for the procurement of Fuel for LISGIS' vehicles and generators. The package is the combination of the budget lines- 221401: (Fuel and Lubricants – Vehicles) and 221402: (Fuel and Lubricants – Generator).
2.	IFB No/LISGIS/SBA/RFQ/0 1/2026	Scratch Cards	This package is intended for the purchase of communication cards (Lone Star and Orange) for LISGIS' administration and field staff. It is from the budget line- 2211209.
3.	IFB No/LISGIS/SBA/RFQ/0 2/2026	Generator Repairs & Maintenance Services	This package is intended to hire a firm to provide repairs and maintenance services for LISGIS' power generators. It is from the budget line: 221503- Repairs & maintenance -generator
4.	IFB No/LISGIS/SBA/RFQ/0 3/2026	Repairs and Maintenance of Mach/Equip	This package is intended to hire a firm to carry out repairs and maintenance services for LISGIS Office Equipment/Machinery. The focus of the service will be on servicing and repairing LISGIS' Air conditioners and GIS Equipment among others. It is from the Budget line -221504: Rep\& Maint. Mach\&Equip\ Furniture.
5.	IFB No/LISGIS/SBA/RFQ/0 4/2026	Assorted Stationery	This package is intended for the purchase of Assorted stationery for LISGIS' use. It's intended to procure a range of Cartridges, inks, papers, and other items to be specified. It comes from the budget line 221602: Stationery

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03/02/26



6.	IFB No/LISGIS/SBA/RB/02/ 2026	Cleaning Materials	This package is intended for the purchase of Assorted Cleaning Materials to be used for janitorial services at LISGIS. It's intended to procure a range of goods to include: Chloride, Chlorine, Soaps, Brooms, Mops, gloves, mowers, anti-rodent sprays, sprayers, and other items to be identified. It is from the budget line 221601: Cleaning Materials and Services.
7.	IFB No/LISGIS/SBA/NCB/0 1/2026	Printing and Binding Services	This package is intended to hire a firm to provide printing and binding services to LISGIS for the Fiscal Year 2026. It comes from the budget line: 221603: Printing, Binding, and Publication. The firm will be hired under a framework agreement to print all materials, including booklets, flyers, statistical reports, manuals, T-Shirts & Caps, among other things.
8.	IFB No/LISGIS/SBA/RFQ/0 5/2026	Publication Services	This contract package is intended to hire a publication firm to publish relevant statistical and administrative data for LISGIS. It comes from the budget line: 221603 - Printing, Binding, and Publication.
9.	IFB No/LISGIS/SBA/NCB/0 2/2026	Guards & Security Services	This package is intended for hiring a security firm to provide guards and security services for LISGIS. The firm is to provide 27 security guards/staff to safely protect the entity's facilities and assets for the fiscal year 2026. It is from the budget line: 222113.
10.	N/A	Payment for Electricity	The institution receives metered electricity from the Liberia Electricity Corporation (LEC). The amount of Thirty Thousand United States Dollars (30,000.00USD) from the budget line - 221201(electricity) will be spent for the Fiscal Year 2026 for this purpose.
11.	N/A	Feasibility Studies	The institution is expected to conduct several research studies this fiscal year, and the amount of Two Hundred Thousand United States Dollars (US\$ 200,000.00) will be used for DSA and Compensation to facilitators and field

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03/02/26



**Liberia Institute of Statistics & Geo-Information Services (LISGIS)**  
**Procurement Plan (Non-SBA-Core Budget)**  
**Source of Funding: National Budget**  
**Fiscal Year 2026**

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	BASIC DATA				TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	IMPLEMENTATION DATES							REMARKS
				Business Activity code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD					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/LISGIS/NCB/01/2026	Vehicle Repairs and Maintenance Services	G 4520	1-Firm	130,356.00	NCB	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	25-Mar-26	1-Apr-26	8-Apr-26	N/A	22-Apr-26	30-Dec-26	
Update																			
Actual																			
Planned	2	IFB No/LISGIS/RB/01/2026	ICT Equipment & Accessories	G-4651	Assorted	37,500.00	RB	19-Feb-26	24-Feb-26	3-Mar-26	4-Mar-26	18-Mar-26	21-Mar-26	28-Mar-26	4-Apr-26	N/A	18-Apr-26	30-Dec-26	
Update																			
Actual																			
<b>Total - NON-SBA</b>						<b>167,856.00</b>													

Signed:

  
**T. Monroe Wesso**  
 Procurement Director

Date:

2/19/2026

Approved:

  
**Richard F. Ng'uan**  
 Director General/Chairman PC.

Date:

2/19/2026