



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/0086/26'**

February 2, 2026

Hon. Jerolinmek Matthew Piah

**MINISTER**

Ministry of Information

Capitol Hill

Monrovia, Liberia

Dear Hon. Piah:

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 Ministry of Information 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 Mol'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,  
  
 Budget Officer Johnson (Name)  
**CHIEF EXECUTIVE OFFICER**



REPUBLIC OF LIBERIA  
**Ministry of Information**

P.O. Box 10-9021 - CAPITOL HILL  
1000 MONROVIA, 10 LIBERIA



Office of the Minister

January 5, 2026

Honorable Bodger Scott Johnson

**Executive Director**

Public Procurement & Concession Commission (PPCC)

Capitol Hill

Monrovia, Liberia

Dear Executive Director:

I present my compliments and would like to use this medium to request the approval of the **Draft Procurement Plan** of the Ministry of Information for the fiscal year 2026 (January-December).

The Ministry also has a constituted Procurement Committee that is charged with the responsibility of supervising the procurement.

Members of the Committee are:

**Name**

1. Hon. Jerolinmek Matthew Piah
2. Hon. Johnny S. Tarkpah
3. Hon. Daniel O. Sando
4. Rufus Stevens
5. Henrietta Wleh

**Position**

- Chair
- Co-Chair
- Member
- Member
- Secretary

Please accept, Mr. Executive Director, my assurances of the highest considerations.


Yours sincerely,

Jerolinmek Matthew Piah  
**MINISTER**




**MINISTRY OF INFORMATION**  
**PROCUREMENT PLAN (SBA)**  
 SOURCE OF FUNDING: GOL NATIONAL BUDGET  
 FOR FISCAL YEAR: 2026 (JANUARY - DECEMBER)

1	2	3	4	5	6	7	8	9	10	11	13	14	15	16	17	18	19	20		
ITEM NO.	PACKAGE NUMBER (CODE)	BASIC DATA						IMPLEMENTATION DATES												REMARKS
		CONTRACT PACKAGE	Business Activity	QTY	ESTIMATE D COST	PROCUREMENT	TECHNICAL	PREP. OF BID	PC APPROVAL	BID INVITATION	BID SUBMISSION	SUBMISSION OF	PC APPROVAL	CONTRACT	ADVANCE	DELIVERY,	ACCEPTANCE &			
PLANNED UPDATE ACTUAL	1	IFB No. MOI/SBA/NCB/001/2026	Travel (Air Ticket)	N-7911	1 Firm	\$35,000.00	NCB	1/12/2025	5/12/2025	11/12/2025	12/17/2025	01/27//2026	2/2/2026	6/2/2026	02/13/2026	N/A	1/12/2026	12/30/2026		
PLANNED UPDATE ACTUAL	2	IFB No. MOI/SBA/NCB/002/2026	Other office Materials &	G-4761	Assorted	\$14,000.00	NCB	1/12/2025	5/12/2025	11/12/2025	12/17/2025	01/27//2026	2/2/2026	6/2/2026	02/13/2026	N/A	1/12/2026	12/30/2026		
PLANNED UPDATE ACTUAL	3	IFB No. MOI/SBA/NCB/003/2026	Printing & Binding	C-1812	1 Firm	\$65,000.00	NCB	3/12/2025	9/12/2025	12/15/2025	12/19/2025	01/29//2026	4/2/2026	10/2/2025	02/17/2026	N/A	1/12/2026	12/30/2026		
PLANNED UPDATE ACTUAL	4	IFB No. MOI/SBA/NCB/004/2026	Food Stuff	G-4711	Assorted	\$49,000.00	NCB	12/04/2025	12/10/2025	12/16/2025	12/22/2025	01/30/2026	02/05/2026	02/12/2026	02/18/2026	N/A	1/12/2026	12/30/2026		
PLANNED UPDATE ACTUAL	5	IFB No. MOI/SBA/RB/001/2026	Petroleum Products (Fuel)	G-4661	8,695.65 G	\$40,000.00	RB	1/12/2025	5/12/2025	11/12/2025	12/17/2025	01/27//2026	2/2/2026	6/2/2026	02/13/2026	N/A	1/12/2026	12/30/2026		
PLANNED UPDATE ACTUAL	6	IFB No. MOI/SBA/RFQ/001/2026	Publication Services	M-7310	1 Firm	\$9,000.00	RFQ	8/12/2025	12/12/2025	12/18/2025	12/24/2025	01/14/2026	01/20/2026	01/26/2026	01/30/2026	N/A	1/12/2026	12/30/2026		
<b>GRAND TOTAL</b>						\$212,000.00														

Prepared by:   
 Henrietta P. Welch  
 Procurement Director/MOI

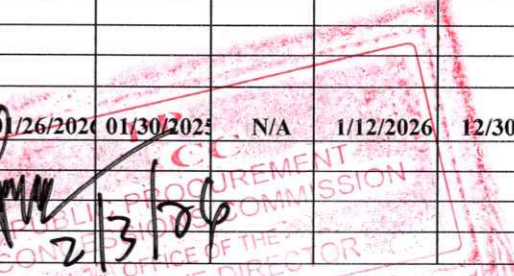


  
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Approved by:   
 Hon. Jerolinmek M. Piah  
 Minister/ Chairman Procurement Committee/MOI



Date: Jan 17, 2026



MINISTRY OF INFORMATION  
 PROCUREMENT PLAN (NON - SBA)  
 SOURCE OF FOUNDING: GOL NATIONAL BUDGET  
 FOR FISCAL YEAR: 2026 (JANUARY - DECEMBER)

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				IMPLEMENTATION DATES													REMARKS
			Business Activity Code	QTY	PROCUREMENT	TECHNICAL SPECS/B	PREP. OF BID DOCUME	TC APPROVAL - BID	BID INVITATION &	SUBMISSION/PUBLI	ON OF BID	APPROVAL - BID	CONTRACT AWARD	ADVANCE PAYME	DELIVERY, INSPECTI	ACCEPTANCE & FINAL				
PLANNEI UPDATE ACTUAL	1	IFB No. MOI/SS/001/2026	Scratch Cards	J-6190	2,400 pcs	\$17,000.00	SS	8/12/2025	12/12/2025	12/18/2025	N/A	N/A	N/A	N/A	01/30/2025	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	2	IFB No. MOI/NCB/001/2026	Repairs Maintenance -	G-4520	1 Firm	\$11,000.00	NCB	2/12/2025	8/12/2025	12/12/2025	12/18/2025	01/28/2026	02/03/2026	02/09/2026	02/16/2026	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	3	IFB No.: MOI/SS/002/2026	Internet Provider	J-6120	1 Firm	\$10,000.00	SS	8/12/2025	12/12/2025	12/18/2025	N/A	N/A	N/A	N/A	01/30/2025	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	4	IFB No. MOI/NCB/002/2026	ICT Infrastructure	G-4651	1 Firm	\$31,900.00	NCB	3/12/2025	9/12/2025	12/15/2025	12/19/2025	01/29//2026	4/2/2026	10/2/2025	02/17/2026	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	5	IFB No. MOI/RFQ/001/2026	Vehicle Insurance	K-6512	1 Firm	\$5,000.00	RFQ	8/12/2025	12/12/2025	12/18/2025	12/24/2025	01/14/2026	01/20/2026	01/26/2026	01/30/2026	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	6	IFB No. MOI/NCB/003/2026	Stationery supplies	G-4761	Assorted	\$17,000.00	NCB	2/12/2025	8/12/2025	12/12/2025	12/18/2025	01/28/2026	02/03/2026	02/09/2026	02/16/2026	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	7	IFB No.: MOI/NCB/004/2026	Cleaning Materials	G-4773	1 Firm	\$14,906.00	NCB	3/12/2025	9/12/2025	12/15/2025	12/19/2025	01/29//2026	4/2/2026	10/2/2025	02/17/2026	N/A	1/12/2026	12/30/2026		
PLANNEI UPDATE ACTUAL	8	IFB No.: MOI/RB/001/2026	Transport Equipment	G-4510	1 Firm	\$69,000.00	RB	1/12/2025	5/12/2025	11/12/2025	12/19/2025	01/29//2026	4/2/2026	6/2/2026	02/13/2026	N/A	1/12/2026	12/30/2026		

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PLANNED	9	IFB No.: MOI/RB/002/2026	Supply of Non-Portable water	E-3600	1 Firm	\$15,000.00	RB	12/04/2024	12/10/2025	12/16/2025	12/22/2025	01/30/2026	02/05/2026	02/12/2026	02/18/2026	N/A	1/12/2026	12/30/2026		
UPDATE																				
ACTUAL																				
GRAND TOTAL						\$175,806.00														

Prepared by: *Henrietta P. Wleh*  
 Henrietta P. Wleh  
 Procurement Director/MICAT

Approved by: *[Signature]*  
 Hon. Jerolimiek M. Piah  
 Minister/ Chairman Procurement Committee/MICAT


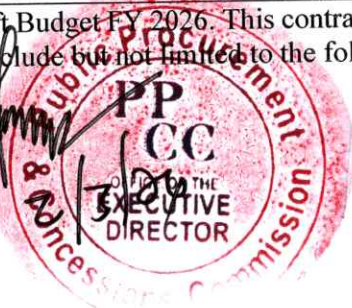
Date: \_\_\_\_\_

*Bill [Signature]*  
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**MINISTRY OF INFORMATION**  
**PROCUREMENT PLAN (NON - SBA)**  
**SOURCE OF FOUNDING: GOL NATIONAL BUDGET**  
**FOR FISCAL YEAR: 2026 (JANUARY - DECEMBER)**

Item	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No.: MOI/SS/001/2026	Scratch Cards	The cost of US\$17,000.00 is drawn from the budget line-item <b>Scratch Cards</b> as indicated in the Draft Budget FY 2026. This contract package is intended to cover the cost of communications for the smooth operations of Ministry (MOI). The scratch cards/recharge vouchers will be procured from the only two producers of scratch cards (Lonestar MTN Communications Inc. and Orange Liberia) respectively.
2.	IFB No.: MOI/NCB/001/2026	Repairs & Maintenance Vehicle	The cost of <b>US\$11,000.00</b> is drawn from the budget line-item <b>Repairs and Maintenance-Vehicle</b> as indicated in Ministry's Draft Budget FY 2026. The procurement of the contract package is intended to cover cost of vehicle servicing by outside parties of the Ministry's fleet of vehicles.
3.	IFB No.: MOI/SS/002/2026	Internet Provider Services	The cost of <b>US\$10,000.00</b> is derived from the budget line-item <b>Internet Provider Services</b> as indicated in the Ministry's Draft Budget FY 2026. The procurement of this contract package is intended to cover the cost of internet connectivity or coverage for the Ministry.
4.	IFB No.: MOI/NCB/002/2026	ICT Infrastructure	The cost of <b>US\$31,900.00</b> is drawn from the budget line-item <b>ICT Infrastructure, Hardware, Software, and Networks</b> as indicated in Ministry's Draft Budget FY 2026. The procurement of this contract package is intended to cover cost of payment for the Ministry's Website.
5.	IFB No.: MOI/RFQ/001/2026	Vehicle Insurance	The cost of <b>US\$6,000.00</b> is drawn from the budget line-item <b>Vehicle Insurance</b> as indicated in Ministry's Draft Budget FY 2026. The procurement of the contract package is intended to cover cost of vehicle Insurance coverage by outside parties of the Ministry's fleet of vehicles.
6.	IFB No.: MOI/NCB/003/2026	Stationery Supplies	The cost of <b>US\$17,000.00</b> is drawn from the budget line-item <b>Stationery</b> as indicated in the Ministry's Draft Budget FY 2026. The procurement of this contract package is intended to purchase assorted stationeries and cartridges to be used by the Ministry.
7.	I IFB No.: MOI/NCB/004/2026	Cleaning Materials	The cost of <b>US\$14,906.00</b> is drawn from the budget line-item <b>Cleaning Materials</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover cost of procuring janitorial materials for cleaning Ministry's facility. These materials will include but not limited to the following: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Liquid Soap</p> <p>Dettol</p> <p>Tide Soap</p> <p>Chlorine</p> <p>Tissue</p> <p>Towel</p> <p>Napkins</p> <p>Furniture spray, etc.</p> </div> <div style="width: 45%;"> <p>Air-freshener</p> <p>Floor Mop</p> <p>Hand Sanitizer</p> <p>Glass Cleaner</p> <p>Soft Broom</p> <p>Hand Gloves</p> <p>Dustpan</p> </div> </div>

  
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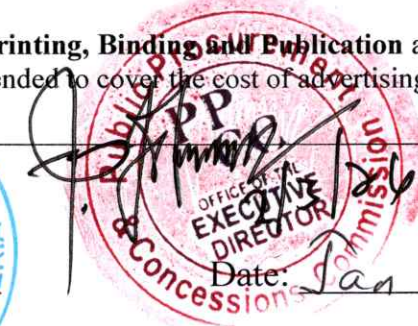
**MINISTRY OF INFORMATION**  
**PROCUREMENT PLAN (SBA)**  
**SOURCE OF FOUNDING: GOL NATIONAL BUDGET**  
**FOR FISCAL YEAR: 2026 (JANUARY - DECEMBER)**

Item	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No.: MOI/SBA/NCB/001/2026	Air Ticket (Travel)	The cost of <b>US\$15,000.00</b> is drawn from the budget line-item <b>Foreign Means of Travel</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of foreign travels at Ministry.
2.	IFB No.: MOI/SBA/NCB/002/2026	Other Office Materials and Consumable	The cost of <b>US\$14,000.00</b> is drawn from the budget line-item <b>Other Office Materials and Consumables</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of assorted provisions such as Water, Juices, Coffee, Tea, Sugar, Milk, etc.
3.	IFB No.: MOI/SBA/NCB/003/2026	Printing & Binding Services	The cost of <b>US\$65,000.00</b> is drawn from the budget line-item <b>Printing, Binding and Publication Services</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of printing and binding.
4.	IFB No.: MOI/SBA/NCB/004/2026	Food Stuff	The cost of <b>US\$49,000.00</b> is drawn from the budget line-item <b>Employee Awards</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of food items (Rice and Vegetable oil).
5.	IFB No.: MOI/SBA/RB/001/2026	Petroleum Products (Diesel & Gasoline)	The cost of <b>US\$40,000.00</b> is drawn from the budget line-item <b>Diesel and Gasoline for Vehicles and Generator</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of 8,695.65 gallons of diesels and gasoline at \$4.60 for the Ministry's use.
6.	IFB No.: MOI/SBA/RFQ/001/2026	Publication Services	The cost of <b>US\$8,500.00</b> is drawn from the budget line-item <b>Printing, Binding and Publication</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of advertising procurement opportunities newspapers for MOI.

Prepared by:   
 Henrietta P. Wleh  
 Procurement Director

  
 02/02/26


Approved: \_\_\_\_\_  
 Hon. Jerolinmek M. Piah  
 Minister /Chairman PC



Date: Jan. 17, 2026

8.	IFB No.: MOI/RB/001/2026	Purchase of Vehicle	The cost of <b>US\$69,000.00</b> is drawn from the budget line-item <b>Transport Equipment</b> as indicated in the Ministry's Draft Budget FY 2026. This contract package is intended to procure three (3) Jeeps (SUV) for the official use of appointed ministers.
9.	IFB No.: MOI/RB/002/2026	Supply of Non-Portable Water	The cost of <b>US\$15,000.00</b> is drawn from the budget line-item <b>Water and Sewer</b> as indicated in Ministry's Draft Budget FY 2026. This contract package is intended to cover the cost of water supply from private entity.
10.		Electricity	The Liberia Electricity Corporation supplies electricity to the Ministry. Payments for these utilities with the budget amount <b>\$40,000.00</b> from the budget line-item <b>Electricity</b> as indicated in the Ministry's Draft Budget FY 2026 to be consumed will be handle by both the Department of Administration and Finance.

Prepared by:   
 Henrietta P. Wleh  
 Procurement Director

Approved:   
 Hon. Jerolinmek M. Piah  
 Minister /Chairman PC

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

  
 02/02/26

