



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/0733/25'

July 22, 2025

Hon. D, Sam B. Elliot, Sr.
COUNTY ADMINISTRATIVE OFFICER
Bong County Administration
Monrovia, Liberia

Dear Hon. Elliot:

Subj: **APPROVAL OF BONG COUNTY ADDENDUM PROCUREMENT PLAN FOR FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication dated July 14, 2025, which sought the approval of the Commission for the Bong County Administration Addendum Procurement Plan for the renovation of Gbaney Town Hall for Fiscal Year 2025.

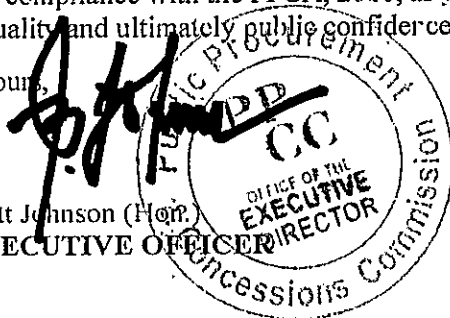
Following thorough review, the Commission hereby approves the Bong County Administration Addendum Procurement Plan for the renovation of Gbaney Town Hall Procurement Plan for 2025 in accordance with *Section 40 (3) of the PPCA, 2010*, and informs Bong County Administration that its Addendum Procurement Plan for the renovation of Gbaney Town Hall Procurement Plan for 2025 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, on a quarterly basis 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 an approval of a method on the procurement plan is deemed as the Commission's full approval and as such, a Procuring Entity will not be required to again request the use of said approved method.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily in compliance 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 (Hon.)
CHIEF EXECUTIVE OFFICER



Regulating Procurement Compliance for National Development



REPUBLIC OF LIBERIA
MINISTRY OF INTERNAL AFFAIRS
Bong County



Office of the County Administrative
Officer

The Executive Director
Public Procurement and Concession Commission (PPCC)
Monrovia-Liberia (PPCC)

July 14, 2025

**Ref: Submission Of Bong County Addendum Project Procurement Plan For
The Fiscal Year 2025 For Approval and Request for Letter Of No Objection.**

Dear Hon. Director,

We present sincere compliment and herein submit the Bong county Addendum Project Procurement Plan for the fiscal year 2025, in accordance with the requirements set forth by the Public Procurement and Concession Commission (PPCC).

The attached procurement plan outlines our commitment to the county development goals. We have taken into account the needs of our people and have conducted thorough consultations to ensure that our plan aligns with both local priorities and national guideline.

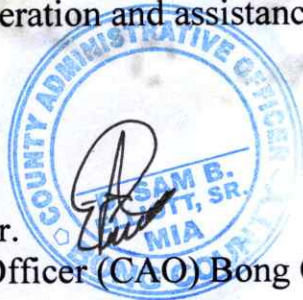
In light of this procurement plan, we kindly request the usage of Restricted Bidding (RB) procurement method to be applied and reduction in Lead time to Two(2) weeks and further request the issuance of a letter of no objection from the PPCC. This letter will provide us with necessary approval to proceed efficiently with our procurement activities and ensure that we can meet the time line for implementation.

We appreciate your attention to this matter and look forward to your support. Thank you for your cooperation and assistance.

Sincerely yours,

Hon. D. Sam B. Elliott, Sr.
County Administrative Officer (CAO) Bong County

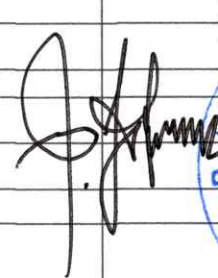
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Received:
Theophilus S. B. Kellie
July 15, 2025
Time: 11:15 AM

Bong County Administration
Addendum Project Procurement Plan (SBA)
Source of Funding: CDF,SDF & Government of Liberia
BUDGET YEAR: 2025

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											
		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	REMARKS
PLANNED	1.	IFB: NO BCA/RB/001/25	Construction of Gbaney town hall	G4100	1 Firm	40,000	RB	3-02-2025	7-02-2025	10-02-2025	1/07/25	08/07/25 14/07/25	15/07/25 21/07/25	22/07/25 28/07/25	29/07/25 01/08/25	N/A	5/08/25	12/08/25	
UPDATE																			
ACTUAL																			
PLANNED																			
UPDATE																			
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UPDATE																			
ACTUAL																			
			Sub Total			40,000													
			Grand Total			40,000 USD													




Prepared by: 

Procurement Director

Approved by: 

Hon. Loleyah Hawa Norris
Chair, Procurement Committee

Date: 14/07/25


07/22/25

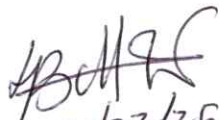


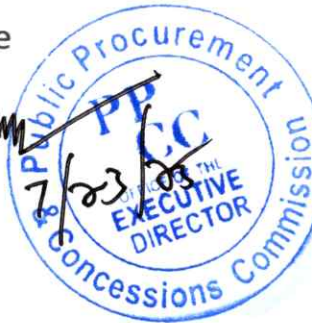
Bong county Administration
Addendum project procurement plan explanatory note

Item No.	Contract Package code	Contract Package	Contract package Description
1.	IFB:No. BCA/RB/001/25	Construction of Gbaney town hall	This contract package is intended to construct the Gbaney town hall in district #3 and is drawn from the budget line construction, OF Gbaney Town hall.

Prepared by 
Procurement Director

Approved by  Date 14/07/25
Hon. Loleyah Hawa Norris
Chair person, Procurement committee


07/22/25



7/23/25