



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/0680/25'

July 10, 2025

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

Dear Hon. Elliot:

Subj: **APPROVAL OF UPDATED SPECIAL PROJECT PROCUREMENT PLAN FOR FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication dated May 28, 2025 received June 13, 2025, which sought the approval of the Commission for the Bong County Administration Updated Special Project Core and SBA Procurement Plan for 2025.

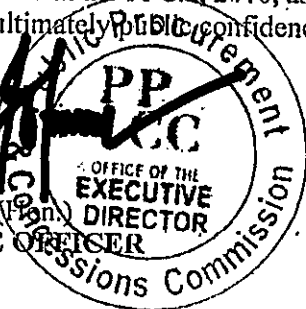
Following thorough review, the Commission hereby approves the Bong County Administration Updated Special Project Core and SBA Procurement Plan for 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs Bong County Administration that its Updated Special Project Core and SBA Procurement 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

Rodger Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER





REPUBLIC OF LIBERIA
MINISTRY OF INTERNAL AFFAIRS
Gbarnga City, Bong County



Office of the County Administrative Officer

May 28, 2025

The Executive Director
Public Procurement and Concessions Commission (PPCC)
Capitol Hill, Monrovia, Liberia

Dear Executive Director:

We present compliments and wish to submit herewith the updated procurement plan for the Special District Projects 2025 in accordance with the Public Procurement and Concessions Act and its accompanying regulations.

This updated plan reflects key adjustments made to the estimated cost of two major projects following internal assessments and budget realignment.

1. Library Project – the estimated cost has been revised from fifty thousand United States Dollars **(\$50,000.00USD)** to forty thousand United States Dollars **(\$40,000.00USD)**. This adjustment is based on the outcome of a recent cost analysis and value engineering efforts aimed at optimizing available resources.
2. Maternal Waiting Home in Wainsue – the estimated cost has been adjusted from fifty thousand United States Dollars **(\$50,000.00USD)** to twenty thousand United States Dollars **(\$20,000.00USD)**. This reduction is due to a change in scope and design modifications following a technical review by our project team.

We, therefore, kindly request your indulgence for the updated plan to be reviewed and acknowledged to conform to full compliance and alignment with procurement procedures.

We remain committed to adhering to all applicable laws and regulations governing public procurement and appreciate your continued guidance.

Best regards,

Yours sincerely,


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

Received:
Theophile S. B. Polli
June 13, 2025
Time: 1:16 PM

Bong County Administration
Update District Project Procurement Plan (SBA)
Source of Funding: CDF&SDF
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												REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATE D 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 BCA/RB/001/25	Completion of Flehla Town Hall	G4100	1 Firm	50,000	RB	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB: NO BCA/RB/002/25	Completion of Lelekpayah Market Building	G4100	1 Firm	50,000	RB	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB:NO BCA/RB/003/25	Construction of Zankpayemak Elem. School (District #7)	G4100	1 Firm	46,348	RB	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25		
UPDATE																				
ACTUAL																				
Sub Total						146,348														

Prepared by: 

Procurement Director

Approved by: PP. D. SAM B. ELLIOTT SR

Hon. Loleyah Hawa Norris
Chair, Procurement Committee

Date: 05/15/25


02/09/25



Bong County Administration
District Project Procurement Plan (SBA)
Source of Funding: CDF&SDF
BUDGET YEAR: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1	2	BASIC DATA						IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSIN ESS ACTIVI TY CODE (S)	QTY	ESTIMATED COST (USD)	PROCU REMEN T METHO D	TECHNICAL SPECS/BO Q/DRAWIN GS	PREP. OF BID DOCUMEN T	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATIO N & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL - BID EVALUATIO N REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMEN T (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANC E & FINAL PAYMENT	REMARKS
PLANNED	4	IFB: NO BCA/RB/004/25	Construction of Library in Konowolala (District #6)	F4100	1 Firm	50,000	RB	3-02-2025	7-02-2025	10-02- 2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25	
UPDATE		IFB:No BCA/RB/004/28	Construction of Library in Konowola District #6	F4100	1 firm	40,000	RB	3-02-2025	7-02-2025	10- 022025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25	
ACTUAL																			
PLANNED	5	IFB: NO BCA/RFQ/001/ 25	Renovation of Commissioner Compound (Forquelleh Town)	F4100	1 Firm	19,316	RFQ	3-02-2025	7-02-2025	10-02- 2025	12/03/25	19/03/25	24/03/25	28/03/25	4/04/25	N/A	28/11/25	30/12/25	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB:NO BCA/RFQ/002/ 25	Renovation of Commissioner Compound (District #5)	F4100	1 Firm	28,000	RFQ	3-02-2025	7-02-2025	10-02- 2025	12/03/25	19/03/25	24/03/25	28/03/25	4/04/25	N/A	28/11/25	30/12/25	
UPDATE																			
ACTUAL																			
Sub Total						87,316													

Prepared by: 
 Benjamin Adams
 Procurement Director


 07/09/25

Approved by: PP. D. SAM B. ELLIOTT Sr
 Hon. Loleyah Hawa Norris
 Chair, Procurement Committee

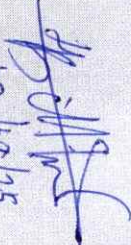


Bong County Administration
District Project Procurement Plan (SBA)
Source of Funding: CDF&SDF
BUDGET YEAR: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
BASIC DATA										IMPLEMENTATION DATES										REMARKS
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPEC/NO. & DRAWING	PREP. OF BID DOCUMENT	APPROVAL - BID SPEC/TECH	BID - INVITATION N/A	BID - SUBMITTAL N/A	BID - EVALUATION REPORT	APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SCHED	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT			
PLANNED 7	FB NO SCA/REQ/003/25	Renovation of Commissioner Compound (Subtotal)	FA390	1 Item	30,000	RFQ	3-02-2025	7-02-2025	10-02-2025	12/03/25	13/03/25	24/03/25	26/03/25	4/04/25	N/A	28/11/25	30/12/25			
UPDATE ACTUAL																				
PLANNED 8	FB NO SCA/REQ/001/25	Construction of Wainui Marerui home	GA100	1 Item	50,000	NCB	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	29/11/25	30/12/25			
UPDATE	FB NO SCA/REQ/01/25	Construction of Wainui Marerui waiting home	GA100		20,000	RFQ	3/2/25	7/2/25	10/02/25	12/3/25	2/4/25	9/4/25	16/4/25	23/4/25	N/A					
UPDATE ACTUAL																				
PLANNED 9	FB NO SCA/REQ/002/25	Construction of maternity waiting in Yowee (District A)	GA100	1 Item	35,684	RF	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/11/25			
UPDATE ACTUAL																				
Sub Total					85,684															

Prepared by: 
Procurement Director

Approved by: **PP. D. SAM B. ELLIOTT Sr**
Hon. Loleyah Hawa Norris
Chair, Procurement Committee

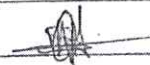

6/16/25

Date: 6/15/25

PPCC
EXECUTIVE DIRECTOR
Public Procurement Commission

Bong County Administration
Update District 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												REMARKS
		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	10	IFB: NO BCA/RB/007/25	Completion of Ula Clinic (district)	G4100	1 Firm	20,652	RB	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25		
UPDATE																				
ACTUAL																				
PLANNED	11	IFB: NO BCA/RFQ/004/25	Construction of Elem. School in malonkia	G4100	1 Firm	30,000	RFQ	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25		
UPDATE																				
ACTUAL																				
PLANNED																				
UPDATE																				
ACTUAL						50,652														
			Sub Total																	
			Grand Total			370,000														

Prepared by: 

Procurement Director

Approved by: Dr. D. Saha B. Elliott Sr

Hon. Loleyah Hawa Norris
Chair, Procurement Committee

Date: 05/15/25


07/09/25



Bong County Administration
Update District project Procurement Plan (Non-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/RFO/001/25	Construction of Safe drinking water (Totota)	G4100	1 Firm	30,000	RFQ	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB: NO BCA/RFO/001/25	Construction of Safe drinking water	G4100	1 Firm	30,000	RFQ	3-02-2025	7-02-2025	10-02-2025	12/03/25	02/04/25	09/04/25	16/04/25	23/04/25	N/A	28/11/25	30/12/25	
UPDATE																			
ACTUAL																			
PLANNED																			
UPDATE																			
ACTUAL																			
Sub Total						60,000													
Grand Total						60,000 USD													

Prepared by: 

Procurement Director

Approved by: PP. D. SAM B. ELLIOTT

Hon. Loleyah Hawa Norris
Chair, Procurement Committee

Date: 05/15/25


07/09/25



Bong County Administration
Update Procurement plan Explanatory Note

Item No.	Contract Package code	Contract Package	Contract package Description
1.	IFB.No:BCA/RB/001/25	Renovation of felela town hall in district#5	This contract package is intended to Renovation a town hall in felela town district #6 and it is drawn from the budget line Renovation
2.	IFB.No:BCA/RB/002/25	Construction of Lelekpahyeh market district#2	This contract package is drawn from the budget line construction and it is intended to construct the Lelekpahyeh market building in district#2
3	IFB.No:BCA/RB/003/25	Construction of Zankpahmah School in district #7	This contract package is drawn from the budget line construction and it is intended to construct the Zankpahmah school in district#7
4	IFB.No:BCA/RB/004/25	Construction of konowolala Library in district#6	This contract package is drawn from the budget line construction and it is intended to construct the Konowolala Library at the E.J Yancy school in district#6, How ever base on an assessment done on the Project BOQ, the administration have decided to reduce the total cost from fifty thousand (50,000 USD) to forty thousand united state Dollar.
5	IFB.No:BCA/RFQ/001/25	Renovation of commissioner compound in foequellah district#4	This contract package is drawn from the budget line Renovation and it is intended to Renovate the commissioner compound in Foequellah district#4
6	IFB.No:BCA/RFQ/002/25	Renovation of commissioner compound in Suakoko district #5	This contract package is drawn from the budget line Renovation and it is intended to Renovate the commissioner compound in Suakoko district#5
7	IFB.No:BCA/RFQ/003/25	Renovation of commissioner compound in Yeallequallah	This contract package is intended to Renovate the commissioner compound in yeallequallah in district #5 and it is taken from the budget line renovation.

[Signature]
07/09/25

[Signature]
7/10/25
PPCC
OFFICE OF THE
EXECUTIVE
DIRECTOR
Procurement Commission

8	IFB.No:BCA/RFQ/004/25	Construction of Wainsue maternal waiting home in district#3	This contract package is drawn from the budget line construction and it is intended to construct the Wainsue maternal waiting home in district#3. However, based on an assessment done on the Project BOQ, the administration has decided to reduce the total cost from fifty thousand (50,000 USD) to twenty thousand United States dollar.
9	IFB.No:BCA/RB/005/25	Construction of Yowee maternal waiting home in district#4	This contract package is drawn from the budget line construction and it is intended to construct the Yowee maternal waiting home in district#4
10	IFB.No:BCA/RFQ/005/25	Completion of Ulah clinic district#1	This contract package is intended to complete a clinic in Ula district#1
11	IFB.No:BCA/RFQ/006/25	Construction of maloakia school	This contract package is drawn from the budget line construction and it is intended to construct the a school in Maloakia district#1
12	IFB.No:BCA/RFQ/007/25	Construction of safe drinking water (kiosk) in Totota district#6	This contract package is drawn from the budget line construction and it is intended to construct a safe drinking water (Kiosk) Totota, district.#5
13	IFB.No:BCA/RFQ/008/25	Construction of safe drinking water (kiosk) Sirleaf market district#3	This contract package is drawn from the budget line construction and it is intended to construct a safe drinking water (Kiosk) in district#3 at the Sirleaf market

Prepared By

Sernamue P. Narmei
Procurement Director

[Signature]
67/09/25

Approved by

Hon. Loleyah Hawa Norris
Chair, Procurement Committee

Date

05/15/25

