

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/1383/25'

December 19, 2025.

Hon. Amos B. Tweh
MANAGING DIRECTOR
Liberia Petroleum Refining Company
Republic of Liberia

Dear Hon. Tweh:

Subject: RECEIPT AND APPROVAL OF THE LIBERIA PETROLEUM REFINING COMPANY
UPDATED CONSULTANCY PROCUREMENT PLAN FOR FISCAL YEAR 2025.

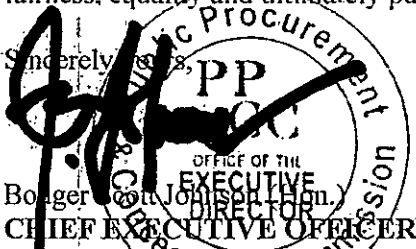
We present our compliments and wish to acknowledge receipt of your communication dated December 17, 2025, which sought the Commission's approval for the Liberia Petroleum Refining Company (LPRC) Updated Consultancy Procurement Plan ("no objection" to Sole Source method of procurement to award contract to Mano Paradigm Solutions for the for the designing of the LPRC's Retirement Plan at an estimated cost of fifty thousand United States Dollars-US \$50,000.00) for the Fiscal Year 2025.

Following thorough review, the Commission hereby approves the Liberia Petroleum Refining (LPRC) Updated Consultancy Procurement Plan ("no objection" to Sole Source method of procurement to award contract to Mano Paradigm Solutions for the for the designing of the LPRC's Retirement Plan) for 2025 in accordance with *Section 40 (3) of the PPCA, 2010*, and informs Liberia Petroleum Refining Company that its Updated Consultancy 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,


Bongert Johnson
CHIEF EXECUTIVE OFFICER



Republic of Liberia
Liberia Petroleum Refining Company

P.O. Box 10-0090 - 1000 Monrovia, 10 Liberia - West Africa

Bushrod Island, Monrovia, Liberia



LPRC
Office of the
Managing Director

Ref: LPRC-ABT-205/2025

December 17, 2025

Mr. Bodger Scott Johnson
Executive Director
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Dear Mr. Johnson:

We present our compliments and herewith submit to your office for approval, the Liberia Petroleum Refining Company's (LPRC) Updated Procurement Plan for Consultancy consistent with section 40(5) of the Public Procurement Concessions Act (PPCA) of 2010.

We are also seeking your approval for Single Source Sourcing (SSS) to enable the entity hire the firm, Mano Paradigm Solutions, to carry-out the consultant service to design LPRC Retirement Plan.

After doing a thorough market research, we found out that only Mano Paradigm Solutions demonstrated the ability to design the retirement plan for LPRC. Base on the above, we therefore evoked section 55(1) (e) of the Public Procurement Act to hire the firm Mano Paradigm Solutions.

We anticipate your timely review and approval.

Kind regards,

Amos B. Tweh
MANAGING DIRECTOR/CHAIRMAN- PROCUREMENT COMMITTEE

Attachments:

Received:
Theophilus S. B. Kolli
Dec. 17, 2025
Time: 3:15 pm

Liberia Petroleum Refining Company
UPDATED PROCUREMENT PLAN FOR CONSULTANT (Non- SBA Core Budget)
Source of Funding: Fiscal Budget Internal Revenue
Fiscal Year: 2025

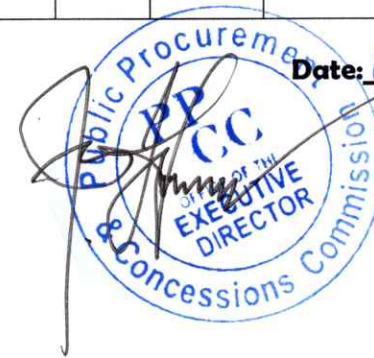
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20			
	ITEM NO.	BASIC DATA							IMPLEMENTATION DATES													
									REQUEST FOR EXPRESSION OF INTEREST, if applicable						REQUEST FOR PROPOSALS AND APPROVAL OF AWARDS							
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/ PERSONS	ESTIMATED COST (USD)	SELECTION METHOD		PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING / OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL-EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL-FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSAL	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL-COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT	FINAL PAYMENT
PLANNED	1	RFP No.LPRC/QCBS/001/2025	Vessel Inspection	M7490	1 Firm	480,720.00	QCBS	4/3/25	4/10/25	4/24/25	5/2/25	5/6/25	5/8/25	5/12/25	5/15/25	6/26/25	7/1/25	7/4/25	7/29/25	12/22/25	12/31/25	
UPDATE																						
ACTUAL																						
PLANNED	2	RFP No.LPRC/QCBS/002/2025	ISPS Compliance Audit Service	M6920	1 Firm	119,900.00	QCBS	N/A	N/A	N/A	N/A	N/A	5/8/25	5/12/25	5/15/25	6/26/25	7/1/25	7/4/25	7/29/25	12/22/25	12/31/25	
UPDATE																						
ACTUAL																						
PLANNED	3	RFP No.LPRC/QCBS/003/2025	Legal Consultancy	M6910	1 Firm	40,000.00	QCBS	N/A	N/A	N/A	N/A	N/A	5/8/25	5/12/25	5/15/25	6/26/25	7/1/25	7/4/25	7/29/25	12/22/25	12/31/25	
UPDATE																						
ACTUAL																						
SUB- TOTAL					640,620.00 USD																	

Prepared by: Stanley M. Beain
Procurement Manager

Approved by: Amos B. Tweh
Chairman - Procurement Committee

Date: 12/17/25

[Signature]
12/17/25



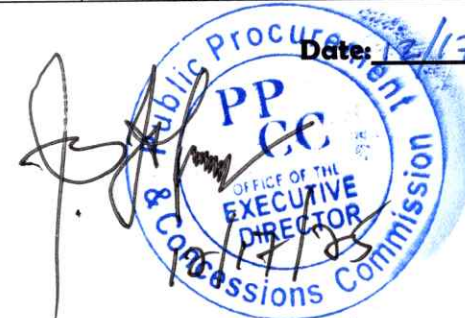
Liberia Petroleum Refining Company
UPDATED PROCUREMENT PLAN FOR CONSULTANT (Non- SBA Core Budget)
Source of Funding: Fiscal Budget Internal Revenue
Fiscal Year: 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
ITEM NO	BASIC DATA							IMPLEMENTATION DATES												
								REQUEST FOR EXPRESSION OF INTEREST, if applicable			REQUEST FOR PROPOSALS AND APPROVAL OF AWARDS									
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/ PERSONS	ESTIMATE D COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL-EVALUATION REPORT/ SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL-FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSAL	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL-COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	FINAL PAYMENT	
PLANNED	4	RFP No.LPRC/QCBS/004/2025	External Audit Services	M6920	1 Firm	75,000.00	QCBS	N/A	N/A	N/A	N/A	N/A	5/8/25	5/12/25	5/15/25	6/26/25	7/1/25	7/4/25	12/22/25	12/31/25
UPDATE																				
ACTUAL																				
PLANNED	5	RFP No.LPRC/QCBS/005/2025	Design of LPRC Retirement Plan	M7020	1 Firm	50,000.00	QCBS	N/A	N/A	N/A	N/A	N/A	5/8/25	5/12/25	5/15/25	6/26/25	7/1/25	7/4/25	7/29/25	12/31/25
UPDATE	5	RFP No.LPRC/SSS/001/2025	Design of LPRC Retirement Plan	M7020	1 Firm	50,000.00	SSS	N/A	N/A	N/A	N/A	N/A	11/24/25	12/1/25	N/A	N/A	12/8/25	12/15/25	12/22/25	12/31/25
ACTUAL																				
SUB- TOTAL					125,000.00 USD															
GRAND TOTAL					765,620.00 USD															

Prepared by: Stanley M. Beain
Procurement Manager

Bill
12/17/25

Approved by: Amos B. Tweh
Chairman - Procurement Committee

Date: 12/17/25


Liberia Petroleum Refining Company
Updated Procurement Plan Explanatory Notes (Consultancy- Non-SBA Core Budget- 2025)

Item No.	Contract Package	IFB Reference Numbers	Detailed Notes
1	Vessel Inspection	RFP No.LPRC/QCBS/001/2025	This Contract package is intended to hire a Consulting Firm to do Vessel Inspection on vessel berthing at our Jetty pier in favor of LPRC.
2	ISPS Compliance Audit Service	RFP No.LPRC/QCBS/002/2025	This Contract package is intended to hire a Consulting Firm to do International Sea Port Security (ISPS) consultancy for LPRC.
3	Legal Consultancy	RFP No.LPRC/QCBS/003/2025	This Contract package is intended to hire a Consulting Firm to do legal consultancy for LPRC.
4	External Audit Service	RFP No.LPRC/QCBS/004/2025	This Contract package is intended to hire an External Auditing Firm to conduct audit for LPRC.
5	Design of LPRC Retirement Plan	IFB No.LPRC/SSS/001/2025	This Contract package is intended to hire a firm to design the retirement plan and policy of LPRC. We intend to apply the Single Source Sourcing Method to hire the firm. After doing a thorough market research, we found out that only Mano Paradigm Solutions demonstrated the ability to design the retirement plan for LPRC. Base on the above, we therefore evoked section 55 (e) of the Public Procurement Act. to hire the firm Mano Paradigm Solutions.

Bill
12/17/25

