



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/0308/25'

March 3, 2025

Dr. Romelle A. Horton
PRESIDENT
Cuttington University
Monrovia, Liberia

Dear Dr. Horton:

Subj: APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2025

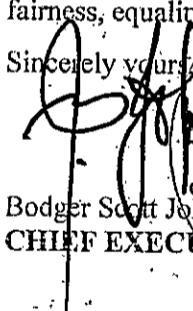
We present our compliments and wish to acknowledge receipt of your communication dated February 17, 2025, which sought the approval of the Cuttington University (CU) Annual Core and SBA Procurement Plan for 2025.

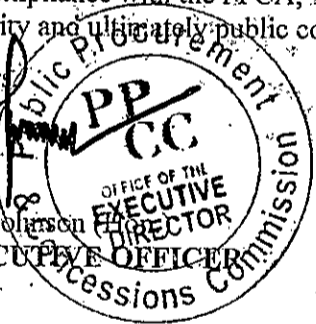
Following thorough review, the Commission hereby approves the Cuttington University (CU) Annual Core and SBA Procurement Plan for fiscal year 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs Cuttington University that the Core and SBA procurement plan will be duly forwarded to 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, 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
CHIEF EXECUTIVE OFFICER





OFFICE OF THE PRESIDENT

www.cuttingtonuniversity.edu.lr
asmaku@cu.edu.lr
+ (231) 880 815 931/770 390 018

KAKATA

ASSOCIATE PROGRAM

- Accounting
- Public Administration Management
- Nursing
- Sociology
- Agriculture
- Biology
- Education

SUAKOKO

UNDERGRADUATE PROGRAM

- Allied Health Sciences,
- Natural Sciences
- Liberal Arts and Social Sciences,
- Business
- Agriculture
- Theology
- Education
- Conflict Resolution

MONROVIA

POSTGRADUATE PROGRAM

- Business Administration
- Public Health
- Education
- Theology
- Global Affairs and Policy
- Professional Studies

DOCTORAL PROGRAM

- Theology (ThD)
- Ministry (DMin)

ON - LINE

LINKAGES:

- Association of Liberia Universities
- Association of African Universities
- Colleges and Universities of the Anglican Communion
- University of Sierra Leone
- University of Ibadan
- Kwame Nkrumah University of Science and Technology,
- LECUSA
- USAID
- Rutgers University

February 17, 2025

Hon. Bodger Scott Johnson
 Executive Director / CEO
 Public Procurement and Concession Commission (PPCC)
 Capitol Hill
 Monrovia, Liberia

Dear Hon. Johnson,

I present compliments and submit for approval, Cuttington University procurement plan for Fiscal Year 2025 in line with Section 40 of the restated Public Procurement and Concession Act of 2010.

Below are members of our procurement Committee and Unit:

Procurement Committee:

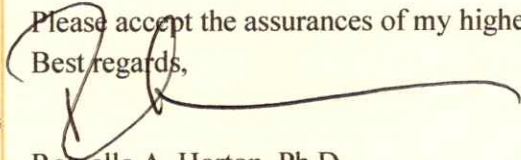
Name	Position	Contact
Dr. Romelle A. Horton	President / Chairman	0886 360948
Mr. Anthony Siakor	Co-Chairman	0880 900098
Mr. Robert Smallwood	Member	0770 153224
Dr. Charles A. Ihediohi	Member	0888 639433
Mr. Morris A. Gbasie	Member	0886 459977

Procurement Unit:

Name	Position	Contact
Mr. Morris A. Gbasie	Director	0886 459977
Mr. Alexander B. Kollie	Assistant	0886 499940

Please accept the assurances of my highest esteem.

Best regards,


 Romelle A. Horton, Ph.D.
 President

*Received
 Theophilus S.B. Kollie
 Feb. 25, 2025
 Time: 11:23 AM*

**Cuttington University
Suakoko, Bong County
Procurement Plan SBA**

**Source of Funding: Internally Generated Funds & GOL
Budget Period: 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													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: CU/SBA/RB/001/2025	Petroleum Product	G4661	10,561gal @ usd4.66	69,216	RB	2/10/2025	2/20/2025	2/27/2025	3/6/2025	4/3/2025	4/10/2025	4/17/2025	4/24/2025	N/A	11/3/2025	12/30/2025			
UPDATE																					
ACTUAL																					
PLANNED	2	IFB NO: CU/SBA/NCB/001/2025	Food Stuff	G4711	Assorted	96,000	NCB	2/10/2025	2/20/2025	2/27/2025	3/6/2025	4/3/2025	4/10/2025	4/17/2025	4/24/2025	N/A	11/3/2025	12/30/2025			
UPDATE																					
ACTUAL																					
PLANNED																					
UPDATE																					
ACTUAL																					
Sub Total						165,216															
Grand Total						165,216															



 3/3/25

Prepared by:

Morris A. Gbasie
 Morris A. Gbasie
 Procurement Director

Approved by:

Dr. Romelle A. Horton
 Dr. Romelle A. Horton
 President / Chairman- Procurement Committee

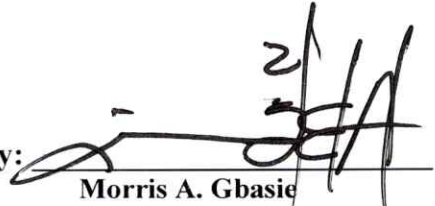
Date:


2/17/2025

2/28/25


Cuttington University
Suakoko, Bong County
Explanatory Notes SBA Procurement Plan
Budget Period: Fiscal Year 2025

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	PACKAGE DESCRIPTION
1	IFB NO: CU/SBA/RB/001/2025	Petroleum Product	From the budget lines Fuel for generator and gasoline for generators this contract package is intended to procure petrol for the generating power source of the University.
2	IFB NO: CU/SBA/NCB/001/2025	Food Stuff	This contract package is drawn from the budget line Assorted Food Items and it is intended to procure varieties of food kind for students.

Prepared by: 
Morris A. Gbasie
Procurement Director

Approved by: 
Dr. Romelle A. Horton
President / Chairman- Procurement Committee

Date: 2/17/2025


 2/28/25

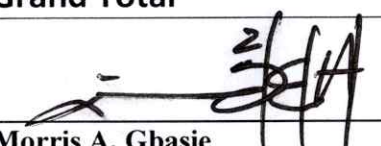


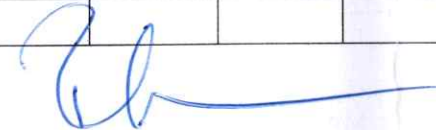

Cuttington University
Suakoko, Bong County
Procurement Plan NON-SBA
Source of Funding: Internally Generated Funds & GOL
Budget Period: Fiscal Year 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
ITEM NO.	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	REMARKS	
PLANNED	1	IFB NO. CU/RFQ/001/2025	Purchase of Laboratory Chemicals	G4669	1 Firm	10,000	RFQ	1/06/2025	1/15/2025	1/21/2025	2/28/2025	3/14/2025	3/21/2025	3/25/2025	3/28/2025	N/A	3/31/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED																			
UPDATE																			
ACTUAL																			
PLANNED																			
UPDATE																			
ACTUAL																			
					Sub Total	10,000													
					Grand Total	10,000													



 OFFICE OF THE EXECUTIVE DIRECTOR
 3/13/25

Prepared by: 
Morris A. Gbasie
 Procurement Director

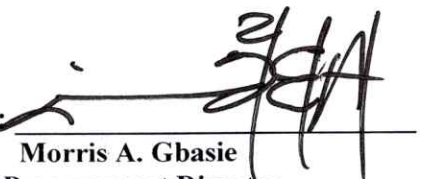
Approved by: 
Dr. Romelle A. Horton
 President / Chairman- Procurement Committee


Date: 2/17/2025


 2/28/25


Cuttington University
Suakoko, Bong County
Explanatory Notes NON-SBA Procurement Plan
Budget Period: Fiscal Year 2025

1	IFB NO. CU/RFQ/001/2025	Purchase of Laboratory Chemicals	This contract package is drawn from the budget line Laboratory Chemicals Purchase and it is intended hire a firm to supply assorted laboratory chemicals for the different colleges.
2		Payment for GOL sponsored students	This contract package is intended to settle payment arrears for the GOL Students in the School. It is in the tone of US\$150,000.

Prepared by: 
Morris A. Gbasie
Procurement Director

Approved by: 
Dr. Romelle A. Horton
President / Chairman- Procurement Committee

Date: 2/17/2025


2/28/25


3/13/25

Public Procurement Commission
PPCC
OFFICE OF THE EXECUTIVE DIRECTOR
Concessions Commission