

REPUBLIC OF LIBERIA  
**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**  
EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA  
WEBSITE: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) EMAIL: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0180/25'**

January 22, 2025

Hon. Christopher D. Sankolo

**DIRECTOR GENERAL**

Liberia Agriculture Commodity Regulatory Authority  
Freeport of Monrovia  
Monrovia, Liberia

Dear Hon. Sankolo:

Subj: **APPROVAL OF ANNUAL PROCUREMENT PLAN FOR THE FISCAL YEAR 2025**

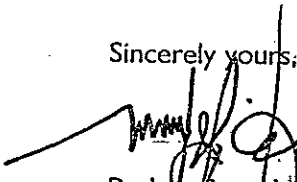
We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Liberia Agriculture Commodity Regulatory Authority (LACRA) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the LACRA annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the LACRA that the 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.

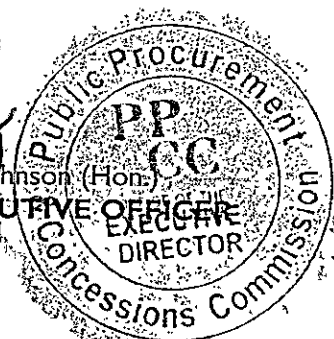
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states "each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. However, an updated procurement plan shall accompany said notice to the Commission."

Please note that the Commission's full approval of a method on the procurement plan is deemed to be the approval of the Procuring Entity, and as such, the Procuring Entity will not be required to request the use of said approved method again.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily compliant 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**





Office Of The Director General

LACRA//DG/1301/129/2024

**REPUBLIC OF LIBERIA**  
Liberia Agriculture Commodity Regulatory Authority  
Freeport of Monrovia  
Monrovia, Liberia  
email: cdsankolo1@gmail.com  
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January 8, 2025

**Hon. Bodger Scott Johnson**  
**Chief Executive Officer**  
**Public Procurement and Concession Commission**  
**Capitol Hill Monrovia, Liberia**

Dear Hon. Johnson

**RE: REQUEST FOR APPROVAL OF 2025 PROCUREMENT PLAN AND PRESENTATION OF PROCUREMENT COMMITTEE AND PROCUREMENT UNIT.**

It is an honor to present our complements and herein submit the Procurement and Cash Plan along with the Procurement Committee and the Procurement Unit of the Liberia Agriculture Commodity Regulatory Authority (LACRA) for the Fiscal Year 2025. In keeping with Section 40(3) of the PPCC Act, we are pleased to submit our SBA Procurement Plan for FY 2025.

Please see below the listing of our Procurement structure.

**Procurement Committee Members**


1. Hon. Chirstopher D. Sankolo -----Director General------(Chairman Procurement Committee)
2. Hon. Chea Brown Garley Sr. -----Deputy Director General A/F-----Member
3. Mr. George K. Cooper----- Comptroller-----Member
4. Samuel R. Outland -----Member
5. Abel Paye -----Member
6. Menson Brown-----Head Procurement Unit-Secretary and Non-Voting Member

**Procurement Unit Members**

1. Menson Brown----- Head Procurement Unit
2. Chester Fahn ----- Member Procurement Unit

With sentiments of our highest esteem, we remain

Sincerely Yours,

  
Hon. Chirstopher D. Sankolo  
Director General/ LACRA

*John Sumo*  
*0776591767*  
*Jan 8/2025*

*TIME 3:11PM*

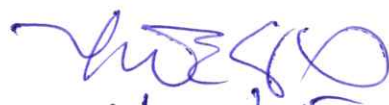



LIBERIA AGRICULTURE COMMODITIES REGULATORY AUTHORITY  
PROCUREMENT PLAN (SBA)  
SOURCE OF FUNDING: GOL  
FISCAL YEAR 2025



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														
		PACKAGE NUMBER CODE	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS (BOQ) DRAWING	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)	DEVELOPMENT INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE AND FINAL PAYMENT
PLANNE D	1	IFB NO. LACRA/SBA/RB/001/2025	Petroleum product	G4661	7142.86 gal@4.2	30,000	RB	2/6/25	2/8/25	2/10/25	2/17/25	3/17/25	3/20/25	3/26/25	3/25/25	N/A	12/15/25	12/29/25
UPDATE																		
ACTUAL																		
PLANNE D	2	IFB NO. LACRA/SBA/NCB/001/2025	Stationery	G4761	Assorted	23,000	NCB	2/6/25	2/8/25	2/10/25	2/17/25	3/17/25	3/20/25	4/02/25	3/25/25	N/A	12/15/25	12/29/25
UPDATE																		
ACTUAL																		
PLANNE D	3	IFB NO. LACRA/SBA/NCB/002/2025	Cleaning Material & Services	G4773	Assorted	17,608	NCB	2/6/25	2/8/25	2/10/25	2/17/25	3/17/25	3/20/25	4/02/25	3/25/25	N/A	12/15/25	12/29/25
UPDATE																		
ACTUAL																		
PLANNE D	4	IFB NO. LACRA/SBA/NCB/003/2025	Vehicle Repairs and Maintenance services	G4520	1Firm	15,000	NCB	2/6/25	2/8/25	2/10/25	2/17/25	3/17/25	3/20/25	4/02/25	3/25/25	N/A	12/15/25	12/29/25
UPDATE																		
ACTUAL																		
PLANNE D	5	IFB NO. LACRA/SBA/NCB/004/2025	Repairs and Maintenance Civil	F4100	1Firm	115,000	NCB	2/6/25	2/8/25	2/10/25	2/17/25	3/17/25	3/20/25	4/02/25	3/25/25	N/A	12/15/25	12/29/25
TOTAL						200,608												

Prepared by:   
Menson J. Brown  
Procurement Director LACRA

  
11-21/25

Approved by:   
Hon. Christopher D. Sankolo (D/LACRA)  
Chairman Procurement Committee LACRA



  
1/22/25  
Date: January 20, 2025  






LIBERIA AGRICULTURE COMMODITIES REGULATORY AUTHORITY  
PROCUREMENT PLAN (SBA)

Explanatory Note  
Fiscal Year 2025



IFB NO. LACRA/SBA/RB/001/2025	Petroleum products	This contract package is intended to procure petroleum for LACRA's vehicles (cars and motor bike) and shall be used as follows: <ul style="list-style-type: none"><li>• Gasoline-3571.43 gal.</li><li>• Fuel-3571.43 gal.</li></ul>
IFB.NO. LACRA/SBA/NCB/001/2025	Stationery	This contract package is intended to procure assorted stationeries including legal paper 215mm x 356mm-5 cottons, A4 paper 210mm x 297mm-6 cartons, brown envelopes, 1 cotton manila folder legal size, 3 cottons manila folder A4 size, staple machines, assorted gel pens, assorted ball pens, correction fluid, stick-on pad, etc.
IFB NO. LACRA/SBA/NCB/002/2025	Vehicle repairs and maintenance services	This contract is intended to Procure services for LACRA vehicle repairs and maintenance.
IFB NO. LACRA/SBA/NCB/003/2025	Repair and maintenance civil	This contract package is intended to procure services for the repairs and maintenance service for LACRA's buildings in Lofa and Grand Gedeh County. \$75,000USD for repair of LACRA's Lofa facility and \$40,000USD for LACRA's Grand Gedeh facility.
IFB NO. LACRA/SBA/NCB/004/2025	Cleaning material and services	This contract package is intended to procure cleaning materials and services for LACRA including soap, chlorine, hand sanitizer, paper towel, tissue, mop, bucket etc.

Prepared by:

Menson J. Brown  
Procurement Director LACRA

Approved by:

Hon. Christopher D. Sankolo (DG LACRA)  
Chairman Procurement Committee LACRA

Date:

January 21, 2025



## Administration and Management

YEAR	2025
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