



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/0433/25'**

March 27, 2025

Hon. Antoinette F. Dukuly
DEPUTY MINISTER FOR ADMINISTRATION
Ministry of Agriculture
E.J.S. Ministerial Complex
Republic of Liberia

Dear Hon. Dukuly:

Subj: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (EMERGENCY RICE PRODUCTION OFFENSIVE) 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 Ministry of Agriculture (MoA) Special Project Procurement Plan. Following a thorough review, the Commission approves the Ministry of Commerce and Industry's special project procurement plan for the Fiscal Year 2025 by **Section 40 (3)** of the PPCA, 2010. The Commission further informs the MoA-ERPO 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 that "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. 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 public confidence in our procurement and concessions processes.

Sincerely,


Bodger Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER

Regulating Procurement Compliance for National Development



Republic of Liberia
MINISTRY OF AGRICULTURE

P.O Box 10-9010
1000 Monrovia-10, Liberia



DEPARTMENT of ADMINISTRATION

March 20, 2025

Executive Director

Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Dear Honourable Bodger Scott Johnson:

The Procurement Committee of the Ministry of Agriculture (MOA) herewith submit to the commission the **Emergency Rice Production Offensive (ERPO-2025)** Procurement Plan of the Ministry Of Agriculture under both the Non-Small Business and Small Business Act (N-SBA AND SBA) for the Fiscal Year 2025 for your review and approval.

Kindly attached supporting documents (Budget, Cash Plan, and Details Notes).

Kind Regards.

Sincerely yours

Antoinette F. Dukuly
Antoinette F. Dukuly
Deputy Minister/Administration



*Received:
Theophilus S. B. Kollie
March 24, 2025
Time: 12:13 PM*

The Ministerial Complex
Tubman Boulevard
1000 Monrovia 10, Liberia
Republic of Liberia

MINISTRY OF AGRICULTURE
 EMERGENCY RICE PRODUCTION OFFENSIVE (ERPO) INITIATIVE - LIBERIA
 PROJECT PROCUREMENT PLAN (SBA)
 SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AfDB)
 FISCAL YEAR 2025

		IMPLEMENTATION DATES																	
	Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1-bid doc./tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment	
PLANNED	1	IFB No.MoA/ERPO/SBA/RFQ/001/2025	Printing & Binding	C1812	Assorted	2,000.00	RFQ	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/22/2025	4/28/2025	5/5/2025	5/12/2025	N/A	6/23/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No.MoA/ERPO/SBA/RB/001/2025	Fuel & Lubricant - Vehicle	G4661	3846.352 @ 5.00 gallons	19,231.76	RB	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/22/2025	4/28/2025	5/5/2025	5/12/2025	N/A	6/23/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No.MoA/ERPO/SBA/RFQ/002/2025	Staff Training (Locally)	f4100	Assorted Sections	12,500.00	RFQ	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/14/2025	4/18/2025	4/21/2025	4/28/2025	N/A	5/12/2025	12/31/2025	
UPDATE																			
ACTUAL																			
Total :						\$	33,731.76												

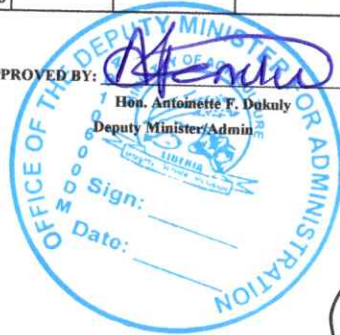
PREPARED BY:

Bolmah Lartey Kiadil
 Bolmah Lartey Kiadil
 Procurement Director



APPROVED BY:

Hon. Antoinette F. Dukuly
 Hon. Antoinette F. Dukuly
 Deputy Minister/Admin.



DATE: _____


WJG
 3/27/25


J. Johnson
 3/27/25




MINISTRY OF AGRICULTURE
EMERGENCY RICE PRODUCTION OFFENSIVE (ERPO) INITIATIVE - LIBERIA
PROJECT PROCUREMENT PLAN (N-SBA)
SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (ADB)
FISCAL YEAR 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
IMPLEMENTATION DATES																		
	Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1-bid doc./tech spec	Bid Invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment
PLANNED	1	IFB No. MoA/ERPO/N-SBA/RB/001/2025	Fertilizer (NPK-15 1515)	G4773	1000	\$ 70,100.00	RB	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/22/2025	4/28/2025	5/5/2025	5/12/2025	N/A	6/23/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. MoA/ERPO/N-SBA/RFQ/001/2025	Office Supplies & Consumable	G4761	Assorted	\$ 1,000.00	RFQ	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/14/2025	4/18/2025	4/21/2025	4/28/2025	N/A	5/12/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. MoA/ERPO/N-SBA/RFQ/002/2025	Scratch Cards	J6190	Assorted	\$ 2,500.00	RFQ	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/14/2025	4/18/2025	4/21/2025	4/28/2025	N/A	5/12/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. MoA/ERPO/N-SBA/RB/002/2025	Fertilizer (UREA)	G4773	500	\$ 32,500.00	RB	3/18/2025	3/25/2025	1-Apr	4/7/2025	4/22/2025	4/28/2025	5/5/2025	5/12/2025	N/A	6/23/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No. MoA/ERPO/N-SBA/RB/003/2025	SEED RICE (S-8/NL19)	G4773	400	\$ 50,000.00	RB	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/22/2025	4/28/2025	5/5/2025	5/12/2025	N/A	6/23/2025	12/31/2025
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. MoA/ERPO/N-SBA/RFQ/003/2025	Repairs & Maintenance- Civil	F4100	Assorted	\$ 5,000.00	RFQ	3/18/2025	3/25/2025	4/1/2025	4/7/2025	4/14/2025	4/18/2025	5/5/2025	4/28/2025	N/A	5/12/2025	12/31/2025
UPDATE																		
ACTUAL																		
Total:						\$ 161,100.00												
						\$ 194,831.76												

PREPARED BY: 
Boimah Lartey Kiadli
Procurement Director

APPROVED BY: 
Hon. Antoinette F. Dokuly
Deputy Minister/ Admin

Date: _____



3/27/25



Public Procurement
PPCC
EXECUTIVE DIRECTOR
Commissions Commission

MINISTRY OF AGRICULTURE
EMERGENCY RICE PRODUCTION OFFENSIVE (ERPO) INITIATIVE - LIBERIA
PROCUREMENT PLAN DETAILED NOTE FOR (SBA) & (N-SBA)
SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AfDB)
FISCAL YEAR 2025

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. MoA/ERPO/N-SBA/RB/001/2025	Fertilizer (NPK-15-1515)	This contract package is taken from the Budget line Agricultural Supplies & Inputs and is intended for the procurement of 1000 bags of 50kg bags of Fertilizer (NPK 15-15-15) for the MOA/ERPO Project implementation.
2	IFB No. MoA/ERPO/N-SBA/RFQ/001/2025	Office Supplies & Consumable	This contract package is taken from the budget line Office Supplies & Consumable and is intended for the procurement of assorted stationery materials according to an approved request for the MOA/ERPO Project implementation.
3	IFB No. MoA/ERPO/SBA/RFQ/002/2025	Scratch Cards	This contract package is taken from the budget line Communication(call & internet) is intended to procure 580 pieces of assorted MTN & Orang cards for the MOA/ERPO Project implementation.
4	IFB No. MoA/ERPO/N-SBA/RB/002/2025	Fertilizer (UREA 46%)	This contract package is taken from the Budget line Agricultural Supplies & Inputs and is intended for the procurement of 500 bags of 50kg Urea 46% for the MOA/ERPO Project implementation.
5	IFB No. MoA/ERPO/N-SBA/RB/003/2025	SEED RICE (S-8/NL19)	This contract package is taken from the Budget line Agricultural Supplies & Inputs and is intended for the procurement of 200 bags of 50kg Suokoko8 Seed Rice and 200 bags of 50 kg of Narical19 Seed Rice for the MOA/ERPO Project implementation.
6	IFB No. MoA/ERPO/N-SBA/RFQ/003/2025	Repairs & Meintenance- Civil	This contract package is taken from the budget Line Repairs & Maintenance- Civil and is intended to services elavator and other equipment.
7	IFB No. MoA/ERPO/SBA/RFQ/001/2025	Printing & Binding	This contract package is taken from the budget Line Printing & Binding and is intended for the procurement of printing materials and visibility items for the MOA/ERPO Project implementation.
8	IFB No. MoA/ERPO/SBA/RB/001/2025	Fuel & Lubricant - Vehicle	This contract package is taken from the budget lne Fuel& Lubricant vehicle /Generator and is intended to procure 3,846.352 gallons of diesel fuel for the MOA/ERPO Project implementation.
9	IFB No. MoA/ERPO/SBA/RFQ/002/2025	Staff Training (Locally)	This contract package is taken from the budget line Staff Training - Local and is intended for the administrative support and capacity strengthening of the project implementations, such as Training CAC,DAO, Lead farmers etc by qualified Technicians of MOA.

PREPARED BY: 
 Boimah Lartey Kiadii
 Procurement Director


 3/27/25

Approved by: 
 Hon. Antoinette F. Dukuly
 Deputy Minister/Admin

 Date: _____

 OFFICE OF THE EXECUTIVE DIRECTOR
 Public Procurement Commission