



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/0131/25'**

January 21, 2025

Cllr. N. Oswald Tweh

**MINISTER/ATTORNEY GENERAL**

Ministry of Justice

14<sup>th</sup> Street Sinkor

Monrovia, Liberia

Dear Cllr. Tweh:

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 Ministry of Justice (MoJ) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the MoJ annual procurement plan for the fiscal year 2024 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the MoJ 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.

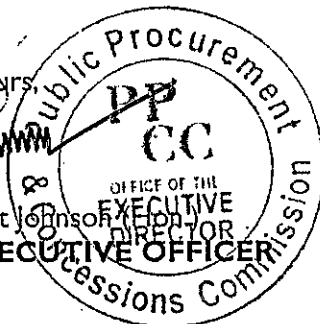
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states *“each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in 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  
**CHIEF EXECUTIVE OFFICER**



Regulating Procurement Compliance for National Development



REPUBLIC OF LIBERIA  
**MINISTRY OF JUSTICE**

14th Street, Sinkor  
P.O.Box 9015  
1000 Monrovia, 10 Liberia



OFFICE OF THE MINISTER / ATTORNEY GENERAL

**NOT/M-AG/MOJ/528/2025/RL**

January 13, 2025

Hon. Bodger Scott Johnson  
Chief Executive Officer  
Public Procurement & Concessions Commission  
Executive Mansion Grounds  
Capitol Hill, Monrovia

**Procurement Committee Members**

Dear Hon. Johnson:

We present our compliments and herewith submit the names and positions of the Procurement Committee Members of the Ministry of Justice Central for the 2025 Fiscal Year.

They include:

- |                               |  |
|-------------------------------|--|
| 1. Cllr. Cora Hare-Konuwa     | Deputy Minister for Codification- Chairman |
| 2. Atty. Edrick F. Noah       | Assistant Minister for Admn. – Member      |
| 3. Atty. Gabriel F. Ndupellar | Assistant Minister for Corrections- Member |
| 4. Mr. Milton M. Gaye         | Comptroller- Member                        |
| 5. Mr. Emmanuel N. Johnson    | Program Coordinator PPMU- Member           |
| 6. Ms. Benetta M. Karneh      | Acting Procurement Director-Secretary      |

Kind regards.

Sincerely yours,

Cllr. N. Oswald Tweh  
Minister of Justice/ Attorney General, R. L.


John Somo


01/17/2025

TIME: 11:42 AM

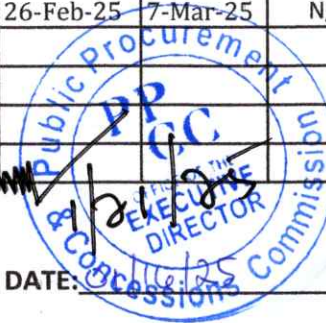
**MINISTRY OF JUSTICE**  
**JUSTICE & SECURITY JOINT PROGRAM FINAL PROJECT PROCURMENT PLAN FOR THE GBARNGA & ZWEDRU REGIONAL HUBS (NON SBA)**  
**SOURCE OF FUNDING: GOL NATIONAL BUDGET**  
**CALENDAR YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business Act. Code	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	APPROVAL- BID DOC/TEC SPECS	INVITATION & RELEASE OF BID	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNED	1	IFB NO. MOJ/JSJP/RFQ/001/2025	Stationery	G-4761	Assorted	4,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO. MOJ/JSJP/NCB/001/2025	Vehicles Repair & Maintenance	G-4520	1 Firm	15,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO. MOJ/JSJP/NCB/002/2025	Food Stuffs	G-4711	Assorted	96,152	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
Subtotal						115,152												

SIGNED:   
**Benetta M. Karneh**  
 ACTING PROCURMENT DIRECTOR (MOJ)

APPROVED:   
**Cllr. N. Oswald Tweh**  
 Minister of Justice /Attorney General

DATE:  12/12/25





**JUSTICE & SECURITY JOINT PROGRAM FINAL PROJECT PROCUREMENT PLAN FOR THE GBARNGA & ZWEDRU REGIONAL HUBS (NON SBA)**  
**SOURCE OF FUNDING: GOL NATIONAL BUDGET**

**CALENDAR YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business Act. Code	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	APPROVAL- BID DOC/TEC	INVITATION & RELEASE	SUBMISSION/PUBLIC OPENING	NUMBER OF BID EVALUATION REPORT	APPROVAL- BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY/INSPECTION (SUBSTANTIAL)	ACCEPTANCE & FINAL PAYMENT
PLANNED	4	IFB NO. MOJ/JSJP/RFQ/002/2025	Motorbike spare parts	G-4659	Assorted	3,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	5	IFB NO. MOJ/JSJP/RFQ/003/2025	Motorbikes	G-4540	1 firm	3,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	6	IFB NO. MOJ/JSJP/RFQ/003/2025	Computers & ICT Equipment	G-4741	Assorted	3,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
		<b>Sub-total</b>				<b>9,000</b>												

SIGNED: *B. Karneh*  
**Benetta M. Karneh**  
 ACTING PROCUREMENT DIRECTOR (MOJ)



*N. Oswald Tweh*  
 1/21/25

APPROVED: *N. Oswald Tweh*  
**Clr. N. Oswald Tweh**  
 Minister of Justice /Attorney General

DATE: 01/21/25

**MINISTRY OF JUSTICE**  
**JUSTICE & SECURITY JOINT PROGRAM DRAFT PROJECT PROCUREMENT PLAN FOR THE GBARNGA & ZWEDRU REGIONAL HUBS (NON SBA)**  
**SOURCE OF FUNDING: GOL NATIONAL BUDGET**  
**CALENDAR YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA								IMPLEMENTATION DATES									
ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business Act. Code	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	APPROVAL- BID DOC/TEC	INVITATION & RELEASE	SUBMISSION/PUBLIC OPENING	NUMBER OF BID EVALUATION REPORT	APPROVAL- BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT(MOBILIZATION)	INSPECTION (SUBSTANTIAL)	
PLANNED	IFB NO. MOJ/JSJP/RFQ/7004/2025	Repair & maintenance Generator	C-3314	1 firm	3,500	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	
UPDATE																	
ACTUAL																	
					Sub-total												
					Grand Total												
								3,500									
								127,652									

SIGNED: B. Karneh  
**Benetta M. Karneh**  
**ACTING PROCUREMENT DIRECTOR (MOJ)**



N. Oswald Tweh  
 1/21/25

APPROVED: N. Oswald Tweh  
**Clr. N. Oswald Tweh**  
**Minister of Justice /Attorney General**

DATE: 01/16/25

J. Johnson  
 1/21/25





MINISTRY OF JUSTICE

JUSTICE & SECURITY JOINT PROGRAM FINAL PROJECT PROCUREMENT PLAN FOR THE GBARNGA & ZWEDRU REGIONAL HUBS ( NON SBA)  
SOURCE OF FUNDING: GOL NATIONAL BUDGET

No	CONTRACT PACKAGE CODE	Contract Package	Content of Contract Package	Amount
1	IFB No. MOJ/JSJP/RFQ/001/2025	Stationery	This contract package is intended to procure the below stationery items for the Regional Hub of the Ministry of Justice A. Ball pens                      G. Stick on pad                      D. Ink                      J. Steno Pad B. A-4 Sheet                      H. Steno Pad                      E. Toner,etc	4,000.00
2	IFB NO. MOJ/JSJP/NCB/001/2025	Repair & Maintenance vehicles	This contract package is intended to procure spare parts & repairs and Maintenance work	15,000.00
3	IFB No: MOJ/JSJP/NCB/002/2025	Food Stuffs	This contract package is from the budgetline Food & Catering Services and it is intended to procure Assorted Food Items for officers of the Regional Hubs under the supervision of the Ministry of Justice Central	96,152.00
4	IFB. No. MOJ/JSJP/RFQ/002/2025	Motorbikes Spare Parts	This contract package is intended to procure Spare Parts for the motorbikes at the Regional Hubs under the supervision of the Ministry of Justice.	3,000.00
5	IFB. No. MOJ/JSJP/RFQ/003/2025	Motorbikes	This contract package is intended to procure motorbikes to be used by officers at the Regional Hubs under the supervision of the Ministry of Justice Central.	3,000.00
6	IFB NO. MOJ/JSJP/RFQ/004/2025	Computers & ICT equipment	This contract package is intended to purchase laptops and Anti-virus for the regional hubs under the supervision of the Ministry of Justice Central.	3,000.00
7	IFB NO. MOJ/JSJP/RFQ/005/2025	Repair & Maintenance generator	This contract package is intended to procure the services of a firm to provide the repair & maintenance work for the hub s generators.	3,500.00
				127,652.00

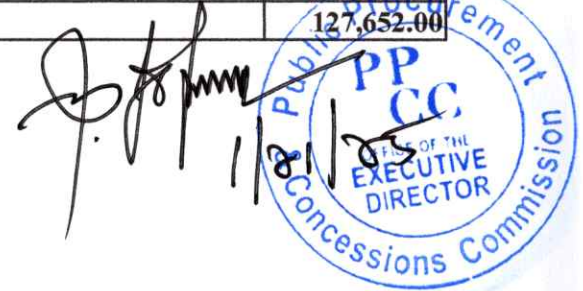
SIGNED:



Benetta M. Karneh  
ACTING PROCUREMENT DIRECTOR (MOJ)

*[Handwritten signature]*  
1/21/25

DATE: 01/16/25




1/18/25  
EXECUTIVE DIRECTOR

**MINISTRY OF JUSTICE**  
**JUSTICE & SECURITY JOINT PROGRAM FINAL PROJECT PROCUREMENT PLAN FOR THE GBARNGA & ZWEDRU REGIONAL HUBS (SBA)**  
**SOURCE OF FUNDING: GOL NATIONAL BUDGET**  
**CALENDAR YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business Act. Code	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ/DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL-BID DOC/TEC SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL-BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT(MOBILIZATION)	DELIVERY, INSPECTION(SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
PLANNED	1	IFB NO. MOJ/JSJP/SBA/R B/001/2025	Petroleum Product (Fuel & Gas)	G-4661	4,603.5 gal@3.91	18,000	RB	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO. MOJ/JSJP/SBA/N CB/001/2025	Repair & Maint. Non-Residential Building	F-4100	1 Firm	80,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO. MOJ/JSJP/SBA/R FQ/001/2025	Vehicle Insurance Coverage	K-6512	1 firm	500	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	4	IFB NO. MOJ/JSJP/SBA/R FQ/002/2025	Cleaning Materials	G-4773	Assorted	5,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE																		
ACTUAL																		
<b>Grand Total</b>					<b>103,500</b>													

SIGNED:   
**Benetta M. Karneh**  
 ACTING PROCUREMENT DIRECTOR (MOJ)



  
 1/20/25

APPROVED:   
**Clr. N. Oswald Tweh**  
 Minister of Justice / Attorney General

DATE: 01/16/25  
  




**MINISTRY OF JUSTICE**  
**JUSTICE & SECURITY JOINT PROGRAM FINAL PROJECT PROCUREMENT PLAN FOR THE GBARNGA & ZWEDRU REGIONAL HUBS (SBA)**  
**SOURCE OF FUNDING: GOL NATIONAL BUDGET**  
**FISCAL YEAR 2025**

No	CONTRACT PACKAGE CODE	Contract Package	Content of Contract Package	AMOUNT
1	IFB No: MOJ/JSJP/SBA/RB/001/2025	Petroleum Product	This contract package is intended to procure fuel coupons for vehicles and generators @ the cost of USD \$3.91 for the Gbarnga & Zwedru Regional Hubs of the Ministry of Justice. The above price is subject to change base on the Ministry of Commerce regulated price.	18,000
2	IFB No: MOJ/JSJP/SBA/NCB/001/2025	Repair & Maintenance -Non-Residential Building	This contract package is from the budget line repair & Maintenance- Civil, and it is intended to continue the repair works on the buildings of the Gbarnga Regional Hubs under the supervision of the Ministry of Justice Central.	80,000
3	IFB No: MOJ/JSJP/SBA/RFQ/001/2025	Vehicle Insurance	This contract package is intended to procure an insurance firm that will provide insurance coverage for the vehicles of the Regional Hubs.	500
4	IFB No: MOJ/JSJP/SBA/RFQ/002/2025	Cleaning Materials	This contract package is intended to procure assorted cleaning materials such as chlora, tide soap, dettol, tissues, napkins, etc for the Regional Hubs.	5,000
Grand Total				103,500

SIGNED: *B. Karneh*  
**Benetta M. Karneh**  
 Acting **PROCUREMENT DIRECTOR (MOJ)**

DATE: 01/16/25



*Handwritten signature*  
 1/21/25

