



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/0198/25'

January 23, 2025

Hon. Sirleaf Tyler  
**MINISTER**  
Ministry of Transport  
Monrovia, Liberia

Dear Hon. Tyler:

Subj: APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2025

We present our compliments and wish to acknowledge receipt of your communication dated January 20, 2025, which sought the approval of the Commission for Ministry of Transport (MOT) Annual Core and SBA Procurement Plan for 2025.

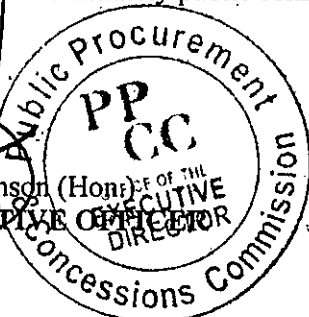
Following thorough review, the Commission hereby approves the Ministry of Transport (MOT) Annual Procurement Plan for fiscal year 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs MOT that the procurement plan will be duly forwarded to the Ministry of Finance and Development Planning (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, 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 (Hon.)  
CHIEF EXECUTIVE OFFICER

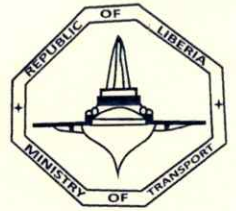




Office of the Minister

# REPUBLIC OF LIBERIA MINISTRY OF TRANSPORT

WARREN & CAREY STREET  
MONROVIA, LIBERIA



SRT/M-1/MOT/RL/011/ '25

January 20, 2025

Honorable Bodger Scott Johnson  
Executive Director  
Public Procurement & Concession Commission (PPCC)  
Executive Mansion Ground, Capitol Hill  
Monrovia, Liberia

Subject: **SUBMISSION OF PROCUREMENT PLAN OF THE MINISTRY OF TRANSPORT - CODE NATIONAL BUDGET FY-2024**

Dear Hon. Johnson:

I write to request your approval for the Ministry of Transport's final Procurement Plan for the Fiscal Year 2025. The plan received provisional approval on December 17, 2025, and all necessary changes have been made as required.

Attached, you will find the detailed list of the Ministry's Procurement Plan, along with the names of the committee members and Procurement Unit staff for your reference.

Thank you for your attention to this matter; I greatly appreciate it.

Respectfully,

Sirleaf R. Tyler  
MINISTER

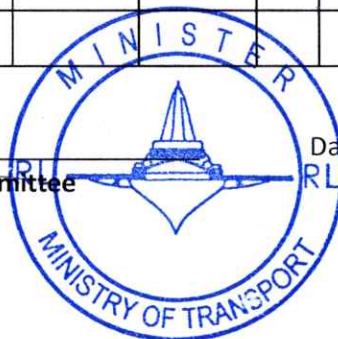
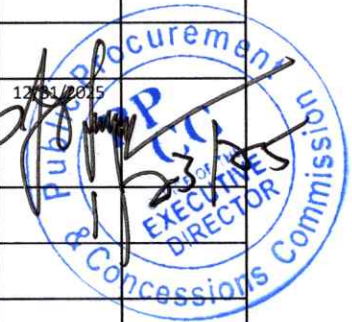


John Sumo  
01/21/2025

TIME: 11:05AM

**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (NON-SBA CORE BUDGET)  
Source of Funding: GOL NATIONAL BUDGET  
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 INVITATIONN & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	1	IFB NO: MOT/RFQ/001/25	Stationery	G4761	Assorted	\$ 9,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025	
UPDATE																	N		
ACTUAL																			
PLANNED	2	IFB NO: MOT/RFQ/002/25	Generator Spare Parts	G4659	Assorted	\$ 3,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO: MOT/RFQ/003/25	Computers (Laptops/Desktops)	G4741	Assorted	\$ 10,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 22,000.00													



Prepared by:   
**MINISTRY OF TRANSPORT  
PROCUREMENT UNIT**  
 Edward Boima Clarke, Sr. Procurement Director/ Manager


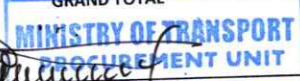
Approved by:  Date: Jan 20, 2025  
 Sirleaf R. Tyler - Minister/Chair. Proc. Committee

*WESKO  
1/23/25*

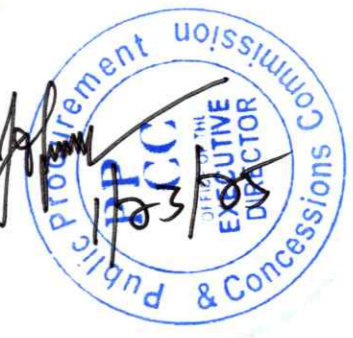


**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (NON-SBA CORE BUDGET)  
Source of Funding: GOL NATIONAL BUDGET  
Fiscal Year: 2025**

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 (MOBILATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED	7	IFB NO: MOT/NCB/001/25	Construction of public bldgs	F4100	2 Buildings	\$ 344,551.00	NCB	11/15/2024	11/22/2024	11/25/2024	1/10/2025	2/7/2025	2/14/2025	2/21/2025	3/7/2025	N/A	12/16/2025	12/30/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$ 344,551.00														
GRAND TOTAL						\$ 375,551.00														

Prepared by:   
  
 Edward Boima Clarke, Sr. Procurement Director/ Manager



Approved by:   
 Sirleaf R. Tyler - Minister/Chair. Proc. Committee  
 Date: Jan 20, 2025



*Handwritten note:*  
 VBSK  
 1/23/25

**MINISTRY OF TRANSPORT**  
**PROCUREMENT PLAN (NON-SBA CORE BUDGET)**  
**Fiscal Year: 2025**

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO: MOT/RFQ/001/25	Stationery	This contract package is taken from the budget line stationery. it is intended to purchase assorted stationery supplies for the Ministry. these assorted stationery supplies include: A.728. B.052 , C.61/61, D.Canon T, E.113, F.737, G.A4 H.Legal Paper, I.Manila Folders, J.305A, K.Staple Machine, L. Staple Pin,, etc. from the Budget Line Stationery.
2	IFB NO: MOT/RFQ/002/25	Generator Spare Parts	This contract package is intended for Servicing & Provision of Spare Parts for our Head Office Generator. From the Budget Line Repairs Maintenance - Generator in the amount of USD 3.000.00
3	IFB NO: MOT/RFQ/003/25	Computers (Laptors / Desktops)	This contract package is intended to purchase assorted computer peripheral items such as laptops, desktops, memory cards, external hard drive, wireless mouse, blank disc and some other materials for direct office use. From the Budget Line Computer Supplies and
4	RFP NO. MOT/SSS/001/25	Internet Connectivity	Internet Connectivity - payment is made directly to a single provider LIBTELCO. through the Ministry of Finance and Development Planning.
5	IFB NO: MOT/RFQ/004/25	Vehicle Rental Services	This contract package comes from the budget line, Domestic Travel -Means of Travel in the amount of US\$2,500 and is intended to procure the services of vehicle rental for domestic travels US\$ 1,500.00. The rental of some vehicles for our inspection exercises. Note: USD\$ 1,000.00 is decomposed from this budgetline for petroleum product.
6	IFB NO: MOT/RFQ/005/25	Repair Maintenance Office Machinery & Other Equipment	This contract package is intended for servicing and provision of spare parts for our Air Conditions, Printers and Other Equipment. From the Budget Line Repair Maintenance Machinery and Equipment
7	IFB NO: MOT/NCB/001/25	Construction of Public Buildings	This contract package in the amount US\$344,551.00 from the Revenue Enhancement initiative budgetline of US\$344,551..00 is intended for the construction of two sub operational offices in the leeward counties for decentralizational purposes

Prepared by:    
**Edward Boima Clarke, Sr. Procurement Director/ Manager**

Approved by:    
**Sirleaf R. Tyler - Minister/Chair. Proc. Committee**

Date: Jan 20, 2025  
 

*Handwritten note:*  
 1/28/25



**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (SBA)  
Source of Funding: GOL NATIONAL BUDGET  
Fiscal Year: 2025**

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	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												
		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 INVITATIONN & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED	1	IFB NO: MOT/SBA/RB/001/25	Petroleum Products	G4661	3,712.29gal. @4.31	\$ 16,000.00	RB	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB NO: MOT/SBA/RFQ/001/25	Cleaning Materials	G4773	Assorted	\$ 6,863.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB NO: MOT/SBA/RFQ/002/25	Printing & Binding Services	C1812	1 Firm	\$ 5,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$ 27,863.00														

Prepared by:    
Edward Boima Clarke, Sr. Procurement Director/ Manager

Approved by:   
Sirleaf R. Tyle - Minister/Chair, Proc. Committee

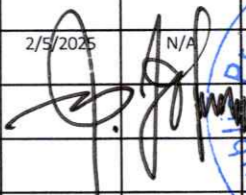
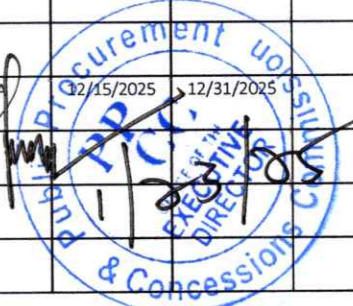
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**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (SBA)  
Source of Funding: GOL NATIONAL BUDGET  
Fiscal Year: 2025**

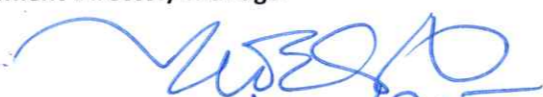
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PLANNED	4	IFB NO: MOT/SBA/NCB/001/25	Repair & Maintenance - Non Residential Bldg.	F4100	1 FIRM	\$35,000.00	NCB	11/15/2024	11/22/2024	11/25/2024	11/30/2024	1/2/2025	1/9/2025	1/16/2025	2/13/2025	N/A	12/15/2025	12/30/2025		
UPDATE																				
ACTUAL																				
PLANNED	5	IFB NO: MOT/SBA/NCB/002/25	Food Stuff	G4711	1,428.5 BAGS @ \$17.5 (25KG)	\$ 25,000.00	NCB	11/15/2024	11/22/2024	11/25/2024	11/30/2024	1/2/2025	1/9/2025	1/16/2025	2/13/2025	N/A	12/15/2025	12/30/2025		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB NO: MOT/SBA/RFQ/003/25	Air Ticket	N7911	1 FIRM	\$ 10,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$ 70,000.00														

  
  
 1/23/25

Prepared by:   
 Edward Boima Clarke, Sr. Procurement Director/ Manager

Approved by:   
 Sirleaf R. Tyler - Minister/Chair, Proc. Committee

Date: Jan 20, 2025

  
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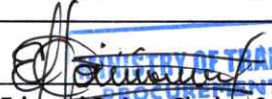
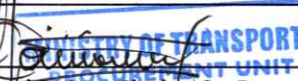




**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (NON-SBA CORE BUDGET)  
Source of Funding: GOL NATIONAL BUDGET  
Fiscal Year: 2025**

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BASIC DATA								IMPLEMENTATION DATES												
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PLANNED	4	RFP NO. MOT/SSS/001/25	Internet Connectivity	J6120	1 Firm	\$ 3,500.00	SS	11/15/2024	11/20/2024	11/25/2024	N/A	N/A	N/A	N/A	1/11/2025	N/A	N/A	12/31/2025		
UPDATE																				
ACTUAL																				
PLANNED	5	MOT/RFQ/004/24	Vehicle Rental Service	M7710	1 Firm	\$ 1,500.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB NO: MOT/RFQ/005/25	Repair and Main. Machin. & Other Equip.	C3312	1 Firm	\$ 4,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$ 9,000.00														

Prepared by:

  
  
 Edward Boima Clarke, Sr. Procurement Director/ Manager

Aproved by:

  
 Sirleaf R. Tyler, Minister/Chair. Proc. Committee

Date:

*Jan 20, 2025*

*WSSD  
1/23/25*




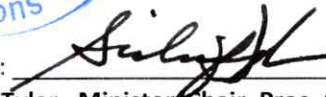


**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (NON-SBA CORE BUDGET)  
Fiscal Year: 2025**

NO.	Contract Package Coe	Contract Package	Content of Contract Package
1	IFB NO: MOT/SBA/RB/001/25	Petroleum Product	This contract package comes from the Budget Lines Fuel & Lubricant -Vehicles in the amount of US\$10,000.00, Fuel Lubricant - Generator in the amount of US\$5,000.00, an amount of US\$1,000 was added from the Budget Line Domestic Travel, Means of Travel. The total amount of US\$16.000.00 will be used to procure petroleum products (Diesel in Coupons & Gasoline) for the Ministry's fleets and Generator, FY 2025.
2	IFB NO: MOT/SBA/RFQ/001/25	Cleaning Materials	This contract package Comes from the budget line, Cleaning Materials and Services, in the amount of US\$3,000 and Other Office Materials and Consumable in the amount of US\$3,863.00 and is intended for Procuring A. Detergents, B. Toilet Tissue C. Towels, D. Brooms, E. Brushes, F. Heavy Duty Gloves, G. Chloro, H. Tide Soap, etc. From the Budget Line Cleaning Materials and Services
3	IFB NO: MOT/SBA/RFQ/002/25	Printing, Binding Services	This contract package is intended for Printing & Binding MOT documents. It comes from the Budget Line Printing, Binding & Publication in the amount of \$5,000.00
4	IFB NO: MOT/SBA/NCB/001/25	Repair & Maintenance - Non Residential Building	This contract package is intended to repair and maintain all of MOT offices across the country . From the Budget Line Repairs & Maintenance Civil in the amount of USD 35,000.00.
5	IFB NO: MOT/SBA/NCB/002/25	Food Stuff	This contract package is intended for the purchase of 1,428.5bags of 17.5kg rice. From the Budget Line Food and catering services.
6	IFB NO: MOT/SBA/RFQ/003/25	Air Ticket	This contract package is intended to procure the services of airline through ticketing for foreign travels. From the Budget Line Foreign Travel - Means of Travel in the amount of
8	IFB NO: MOT/SBA/RFQ/004/25	Vehicle Repair and Maintenance	This contract package is intended for Servicing & Provision of Spare Parts for our vehicles. From the Budget Line Repairs Maintenance - Vehicles in the amount of USD 4,000.00
9	IFB NO: MOT/SBA/RFQ/005/25	Publication of General Announcements	This contract package is intended for live radio shows on Road Safety announcements, Jingles, Television Ads etc. From the Budget Line Advertising and Public Relations in the amount of USD2,000.00
*	*Electricity, *Water & Sewer and *Office Building Rental/Lease		These budgetlines will be used to pay various bills of the Ministry relative to electricity, water and sewage as well as payment for lease. In the amount of USD 30.000.00, USD 2,500.00, and USD 3,000.00 respectively.


  


Prepared by:   
**Edward Boima Clarke, Sr. Procurement Director/ Manager**

Approved by:   
**Sirleaf R. Tyler - Minister, Chair. Proc. Committee**

Date: Jan 20, 2025



  
 1/23/25

**MINISTRY OF TRANSPORT  
PROCUREMENT PLAN (SBA)  
Source of Funding: GOL NATIONAL BUDGET**

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	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												
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PLANNED	7	IFB NO: MOT/SBA/RFQ/004/25	Vehicle Repair & Main. Services	G4520	1 Firm	\$ 4,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
PLANNED	9	IFB NO: MOT/SBA/RFQ/005/25	Advertising and Public relations	M7310	1 Firm	\$ 2,000.00	RFQ	11/15/2024	11/20/2024	11/25/2024	11/30/2024	1/3/2025	1/10/2025	1/15/2025	2/5/2025	N/A	12/15/2025	12/31/2025		
UPDATE																				
ACTUAL																				
SUB TOTAL						\$ 6,000.00														
GRAND TOTAL						\$ 103,863.00														

Prepared by:



Edward Boima Clarke, Sr. Procurement Director/ Manager

Approved by:

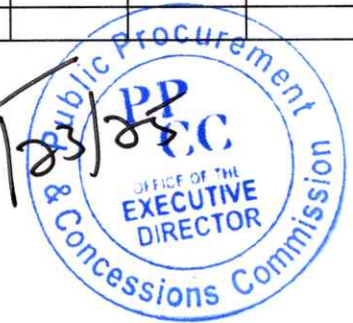
*Sirleaf Tyler*

Sirleaf R. Tyler - Minister/Chair. Proc. Committee



Date: 11/23/2025

*J. Johnson*



*WESKO*  
*1/23/25*