

REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA
WEBSITE: www.pccc.gov.lr EMAIL: info@pccc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0221/25'**

January 30, 2025

Hon. Sekou A.M. Dukuly
MANAGING DIRECTOR
National Port Authority
Freeport, Monrovia
Republic of Liberia

Dear Hon. Dukuly:

Subj: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the National Port Authority (NPA) Draft Procurement Plan. Following a thorough review, the Commission hereby approves the NPA's draft procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the National Port Authority 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. However, upon the board's approval to pass the NPA's budget for Fiscal Year 2025, the Commission will grant final approval of its procurement plan.

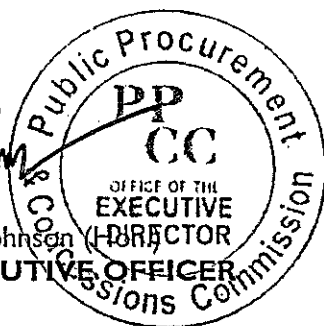
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states "*each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in 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. 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 MANAGING DIRECTOR
Freeport of Monrovia
Monrovia, Liberia



NATIONAL PORT AUTHORITY
GATEWAY TO LIBERIA'S ECONOMY

MD-1/009/2025

January 16, 2025

Honorable Bodger Scott Johnson
EXECUTIVE DIRECTOR
Public Procurement & Concessions Commission
Capitol Hill, Monrovia

Dear Hon. Johnson:

RE: Submission of Draft Procurement Plan for FY 2025

I present compliments on behalf of the National Port Authority (NPA) and herewith submit NPA's Draft Procurement Plan for FY 2025, in accordance with section 40 (1) and (3) of the PPCC ACT of 2010.

The Board of Directors of the NPA is currently deliberating on the passage of the National Port Authority's FY 2025 Budget.

In view of the foregoing, we are seeking **provisional approval** of our Draft Procurement Plan for FY 2025 to enable our entity to commence procurement processes, pending approval of the Draft Budget for FY 2025 by the Board of Directors.

The various documents listed below have been enclosed for your review as we look forward to your kind consideration and approval:

- Copy of the Draft Procurement Plan - 2025
- Draft FY 2025 budget
- Procurement Committee Members
- Procurement Department Staff Listing
- Draft Cash Plan FY 2025

Sincerely,


Sekou A.M. Dukuly
MANAGING DIRECTOR



John Guno
01/23/2025
TIME: 12:59AM



**NATIONAL PORT AUTHORITY (NPA)
DRAFT PROCUREMENT PLAN (SBA)**



**SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
Item	BASIC DATA							IMPLEMENTATION												Remarks
	Code	Contract Package	Bus. Act. Code	Qty	Estimated Cost	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 App - Bid Eval. Report	Contract Award / Signing	Advance Payment (mobilization)	Delivery, Inspection/ Substantial Completion	Acceptance & Final Payment			
Planned	1	IFB NO. NPA/SBA/NCB/001/2025	Cleaning Materials & Supplies	G4773	Assorted	100,000	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	2	IFB NO. NPA/SBA/NCB/002/2025	Security Uniforms & Assesories	G4771	Assorted	149,500	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	3	IFB NO. NPA/SBA/NCB/003/2025	Printing & Binding Services	C1812	Assorted	84,812	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	4	IFB NO. NPA/SBA/NCB/004/2025	Stationeries	G4761	Assorted	100,000	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	5	IFB NO. NPA/SBA/NCB/005/025	Rent & Hire of Plant	N7730	1 Firm	30,000	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	6	IFB NO. NPA/SBA/NCB/006/025	Air Tickets	N7911	1 Firm	164,465	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
		Sub-total				543,965														

Prepared By:
Charles B. Massaley
Executive Director, Procurement

1/30/25

Approved By:
Sekou A. M. Dukuly
Managing Director, Chairman Proc. Committee

Date: 01-16-25






**NATIONAL PORT AUTHORITY (NPA)
DRAFT PROCUREMENT PLAN (SBA)**

**SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	Item	BASIC DATA						IMPLEMENTATION												Remarks
		Code	Contract Package	Bus. Act. Code	Qty	Estimated Cost	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 App - Bid Eval. Report	Contract Award / Signing	Advance Payment (mobilization)	Delivery, Inspection/ Substantial Completion	Acceptance & Final Payment		
Planned Update Actual	7	IFB NO. NPA/SBA/NCB/007/025	Catering Services	I5621	1 Firm	62,607	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Planned Update Actual	8	IFB NO. NPA/SBA/NCB/008/2025	Petroleum Products (Gasoline & Diesel)	G4661	220,770 gals @ 4.25	938,274	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Planned Update Actual	9	IFB NO. NPA/SBA/NCB/009/2025	Drainage Maint. & Waste Treatment	N8121	1 Firm	25,000	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Planned Update Actual	10	IFB NO. NPA/SBA/NCB/010/025	Vehicle Rental	H4922	2 Firms	599,662	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Planned Update Actual	11	IFB NO. NPA/SBA/NCB/011/025	Janitorial Services	N8110	1 Firm	66,931	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Planned Update Actual	12	IFB NO. NPA/SBA/NCB/012/2025	Fumigation Services	N8121	1 Firm	46,700	NCB	26-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Sub-total						1,739,174														
GRAND TOTAL						2,283,139														

Prepared By: 
Charles B. Massaley
 Executive Director, Procurement


 1/30/25

Approved By: 
Sekou A. M. Dukuly
 Managing Director, Chairman Proc. Committee

Date: 01-16-25



NATIONAL PORT AUTHORITY (NPA)
Draft Procurement Plan Explanatory Notes (SBA)
Fiscal Year: 2025




Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. NPA/SBA/NCB/001/ 2025	Cleaning Materials & Supplies	This contract package will be used to procure assorted cleaning materials and supplies such as toilet issues, detergents, air fresheners, liquid and powder soaps, pesticides, Clorox, chlorine, brushes, towels, brooms, floor mobs, etc.; and will be funded from the budget line: Materials.
2.	IFB NO. NPA/SBA/NCB/002/2025	Security Uniforms & Accessories	This contract package will be used to procure security uniforms and accessories such as shoes, boots, caps, trousers, shirts (short & long sleeves), white T-shirts, Badges, Liberian Flags, Belts, Handcuffs & cage (hard card), belt hookers, gold whistle hookers, service cards (red, green and gold), reflective jackets, LSP logos, etc; and will be funded from the budge line: Security Uniforms & Accessories.
3.	IFB NO. NPA/SBA/NCB/003/2025	Printing & Binding Services	This contract package will be used to hire the service of a firm to print NPA LPOs, PRs, Gate /Access Passes, Reports, Payment Vouchers, Receipts, GRNs, etc; and will be funded from the budget line: Printing & Binding.
4.	IFB NO. NPA/SBA/NCB/004/2025	Stationeries	This contract package will be used to procure stationery supplies such as A4 and legal sheets, correction fluid/pen, ink and ball pens, drafting pens; white boards, staple machines and pins, stick on pads, box files, manilla folders, ledgers, record books, computer inks and cartridges, etc.; and will be funded from the budget line: Stationeries
5.	IFB NO. NPA/SBA/SS/001/2025	Drainage Maintenance and Waste Treatment	This contract package will be used to hire a service of a firm to remove debris and wastes, repair damaged of drainages at the Freeport of Monrovia to prevent heavy flooding in and around the Freeport premises; and will be funded from the budget line: Drainage Maintenance & Waste Treatment.
6.	IFB NO. NPA/SBA/NCB/005/ 2025	Rent & Hire of Plant	This contract package will be used to rent and hire heavy duty machines, equipment, and tools such as jack hammer, compressor, and drill machine, etc. The contract package will be funded from the budget line Rent & Hire of Plant.
7.	IFB NO. NPA/SBA/SS/002/2025	Vehicle Rental	This contract package is funded from the budget lines: Vehicles Rental (Buses) Staff Local – 420,000USD, and Vehicle Rental (Out Guest Management and Staff – 146,250US: Lot 1 Vehicles Rental (Buses) is for hiring buses to take NPA employees to and from work; and Lot 2 Vehicle Rental (Out Guest & Staff) is for hiring Mini Buses, Pickups, SUVs, etc.) for transporting guests and staff in and out of Monrovia.
8.	IFB NO. NPA/SBA/NCB/006/ 2025	Air Tickets	This contract package is intended to hire the services of traveling agency in the amount of \$164,465US. This contained in the budget item “Traveling & Per diem Foreign”


Handwritten signature
1/30/25

Handwritten signature
1/30/25
Seal of the Public Procurement Commission



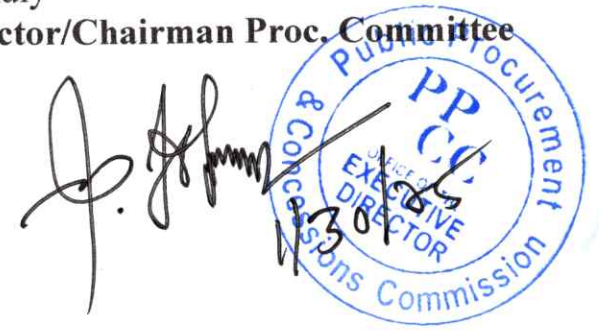
9.	IFB NO. NPA/SBA/NCB/007/2025	Catering Services	This contract package is intended to provide, drinks, gifts, etc, for guests, executive meetings, mini workshops and basic working sessions. This contract package is drawn from the budget line "Entertainment/Refreshment"
10.	IFB NO. NPA/SBA/NCB/008/2025	Petroleum Products (Gasoline & Diesel)	This contract package will be used to procure petroleum products for NPA: LOT 1 : 61,176 gals of fuel operational fuel for the Ports of Monrovia, Buchanan, Harper & Greenville (\$259,998US @ \$4.25US per gallons); and LOT 2: 159,593 gals of fuel benefits (Adm.) for NPA employees: Freeport of Monrovia, Buchanan, Harper, and Greenville (\$678,270US @ \$4.25US per gallons)
11.	IFB NO. NPA/SBA/SS/003/2025	Janitorial Services	This contract package is intended to hire the services of a firm to collect garbage, debris and waste in and the surrounding of the port premises (Freeport of Monrovia).
12.	IFB NO. NPA/SBA/SS/004/2025	Fumigation Services	This contract package will be used to procure service of a firm to administer fumigation services for the National Port Authority (Freeport of Monrovia)

Prepared by: 
 Charles B. Massaley
 Executive Director/ Procurement

Approved by: 
 Sekou A.M Dukuly
 Managing Director/Chairman Proc. Committee

Date: _____


 1/30/25





**NATIONAL PORT AUTHORITY (NPA)
DRAFT PROCUREMENT PLAN (NON-SBA)**



**SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	Item	BASIC DATA						IMPLEMENTATION												Remarks
		Code	Contract Package	Bus. Act. Code	Qty	Estimated Cost	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 App - Bid Eval. Report	Contract Award / Signing	Advance Payment (mobilization)	Delivery, Inspection/ Substantial Completion	Acceptance & Final Payment		
Planned Update	1	IFB NO. NPA/NCB/001/2025	Personnel Insurance Coverage	K6511; K6512	1 Firm	792,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
Planned Update	2	IFB NO. NPA/NCB/002/2025	Marine Vessels (Tug/Pilot Boats) Repairs	C3312	1 Firm	150,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
Planned Update	3	IFB NO. NPA/NCB/003/2025	Vehicle	G4510	7 Units	245,500	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
Planned Update	4	IFB NO. NPA/NCB/004/2025	Motor Cycle	G4540	9 Pcs	12,150	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
Planned Update	5	IFB NO. NPA/SS/001/2025	Vehicle Maintenance	G4520	1 Firm	20,905	SS	23-Dec-24	6-Jan-25	10-Jan-25	N/A	N/A	N/A	N/A	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
Planned Update	6	IFB NO. NPA/NCB/005/2025	Vehicle Insurance	G6512	1 Firm	50,000	NCB	28-Jun-24	19-Jul-24	2-Aug-24	16-Aug-24	13-Sep-24	4-Oct-24	18-Oct-24	15-Nov-24	N/A	15-Dec-24	12-Feb-25		
Actual																				
Planned Update	7	IFB NO. NPA/NCB/006/2025	Generator (75 KVA)	G4659	3 Pcs	90,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
Planned Update	8	IFB NO. NPA/SS/002/2025	Generator Maintenance	C3314	1 Firm	20,000	SS	23-Dec-24	6-Jan-25	10-Jan-25	N/A	N/A	N/A	N/A	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Actual																				
		Sub-total				1,380,555														


 EXECUTIVE DIRECTOR
 & CONCESSIONS

Prepared By: 
Charles B. Massaley
 Executive Director, Procurement

Handwritten notes:
 11/30/25

Approved By: 
Sekou A. M. Dukuly
 Managing Director, Chairman Proc. Committee

Date: 01-18-25



NATIONAL PORT AUTHORITY (NPA) DRAFT PROCUREMENT PLAN (NON-SBA)



**SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
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												
	Item	Code	Contract Package	Bus. Act. Code	Qty	Estimated Cost	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 App - Bid Eval. Report	Contract Award / Signing	Advance Payment (mobilization)	Delivery, Inspection/ Substantial Completion	Acceptance & Final Payment	Remarks	
Planned	9	IFB NO. NPA/NCB/007/2025	Office Furniture & Fitting	G4659	Assorted	100,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	10	IFB NO. NPA/NCB/008/2025	Office Equipment	G4659	Assorted	100,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	11	IFB NO. NPA/NCB/009/2025	Security & Safety	G4659	Assorted	150,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	12	IFB NO. NPA/SS/003/2025	Scratch cards/ Communication	J6190	Assorted	127,675	SS	23-Dec-24	6-Jan-25	10-Jan-25	N/A	N/A	N/A	N/A	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	13	IFB NO. NPA/SS/004/2025	Internet Services	J6120	1 Firm	30,000	SS	23-Dec-24	6-Jan-25	10-Jan-25	N/A	N/A	N/A	N/A	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	14	IFB NO. NPA/NCB/010/2025	ICT Softwares & Accessories	G4651	Assorted	120,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	15	IFB NO. NPA/NCB/011/2025	Medical Equipment & Supplies	G4772	Assorted	166,730	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Sub-total						794,405														

Prepared By:
Charles B. Massaley
Executive Director, Procurement

1/30/25

Approved By:
Sekou A. M. Dukuly
Managing Director, Chairman Proc. Committee

Date: 01-16-25





**NATIONAL PORT AUTHORITY (NPA)
DRAFT PROCUREMENT PLAN (NON-SBA)**



**SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL YEAR 2025**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	Item	BASIC DATA						IMPLEMENTATION												Remarks
		Code	Contract Package	Bus. Act. Code	Qty	Estimated Cost	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 App - Bid Eval. Report	Contract Award / Signing	Advance Payment (mobilization)	Delivery, Inspection/ Substantial Completion	Acceptance & Final Payment		
Planned	16	IFB NO. NPA/NCB/012/2025	CCTV & ISPS Devices	S9512	1 Firm	154,593	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	17	IFB NO. NPA/NCB/013/2025	Rice Ration	G4711	32,812 bags	590,621	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	18	IFB NO. NPA/NCB/014/2025	Tools	G4663	Assorted	13,738	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	19	IFB NO. NPA/NCB/015/2025	Plant & Equip. Maintenance	C3312	1 Firm	52,612	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	20	IFB NO. NPA/NCB/016/2025	Building Materials	G4663	Assorted	200,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	21	IFB NO. NPA/NCB/017/2025	Electrical Supplies	G4759	Assorted	125,000	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	22	IFB NO. NPA/NCB/018/2025	Construction of Buildings & Fence	F4100	1 Firm	675,502	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
Planned	23	IFB NO. NPA/NCB/019/2025	Building Maintenance	F4100	1 Firm	204,627	NCB	23-Dec-24	6-Jan-25	10-Jan-25	13-Jan-25	10-Feb-25	17-Feb-25	21-Feb-25	3-Mar-25	N/A	16-Dec-25	31-Dec-25		
Update																				
Actual																				
						2,016,693														
						4,191,653														

Prepared By:
Charles B. Massaley
Executive Director, Procurement

1/30/25

Approved By:
Sekou A. M. Dukuly
Managing Director, Chairman Proc. Committee

Date: 01-16-25



NATIONAL PORT AUTHORITY

Draft Procurement Plan Explanatory Notes (Non-SBA)

Fiscal Year: 2025



Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. NPA/NCB/001/2025	Personnel Insurance Coverage	This contract package will be used to procure Personnel Non-Life and Life Insurance Coverage for over 1,500 employees and dependents and Life Insurance coverage for over 1,500 employees of the NPA. This contract package is contained in the budget line "Medical Insurance (Health & Life)".
2.	IFB NO. NPA/NCB/002/2025	Marine Vessels - Tug Boats (Repairs)	This contract package is intended to hire a firm to repair two (2) Tug Boats for the NPA currently located at Greenville Port that was procured out of the Kuwait Fund Project.
3.	IFB NO. NPA/NCB/003/2025	Vehicles	This contract package is intended to procure the following vehicles: 7 units vehicles; Lot 1 (5 Pick-ups) and Lot 2 (2 Mini Truck). They will be funded from budget lines: Vehicle Pick-up (\$197,500US) and Mini Truck (\$48,000US).
4.	IFB NO. NPA/NCB/004/2025	Motor Cycle	This contract package is intended to procure 9 pcs of motor cycle for NPA; and will be funded from the budget line, Specialized Vehicle.
5.	IFB NO. NPA/SS/001/2025	Vehicle Maintenance	This contract package is intended to acquire maintenance services for NPA vehicles. The sole source method is being used in line with section 55 of the (1) (b) of the PPCA because the maintenance services will be provided by the dealer from whom the vehicles were procured and or would be procured, in keeping with the warranty agreement that bars vehicles under warranty to be served by another service provider.
6.	IFB NO. NPA/NCB/005/2025	Vehicles Insurance	This contract package will be used to procure comprehensive and third party vehicle insurance for NPA's fleet of vehicles.
7.	IFB NO. NPA/NCB/006/2025	Generator (75KVA)	This contract package is intended to procure 3 pcs of 75KVA Generator: for Buchanan, Greenville, and Harper ports.
8.	IFB NO. NPA/SS/002/2025	Generator Maintenance	This contract package is intended to provide maintenance services and repair works for NPA generator(s). The sole source method is being used in line with section 55 (1) (b) of the PPCA because the maintenance services will be provided by the dealer from whom the generator was originally procured. The \$20,000US will be funded from the budget line, Plant & Equipment Maintenance.



9.	IFB N0. NPA/NCB/007/2025	Office Furniture & Fittings	This contract package is intended to procure assorted furniture for the NPA such as sofa sets, various office desks, workstations, chairs, various ordinary tables, executive & semi executive desks, filing cabinets, etc.
10.	IFB N0. NPA/NCB/008/2025	Office Equipment	This contract package is intended to procure the items listed below for NPA such as printers, computer sets, digital cameras, drone, manual type writers, heavy 3 in 1 printer, laptops, paper shredders, air conditioners, water dispensers, mini ice boxes, etc.
11.	IFB N0. NPA/NCB/009/2025	Security & Safety Equipment	Security and safety equipment such riot shields, digital cameras, pepper sprays; and hand radios and etc.
12.	IFB N0. NPA/SS/003/ 2025	Scratch cards (Communication)	This contract package will be used to procure assorted scratch cards for NPA employees (Freeport of Monrovia, Buchanan, Harper & Greenville). Note: This package will be procured through the Sole Source to Orange Liberia and Lonestar-MTN.
13.	IFB N0. NPA/SS/004/2025	Internet Services	This contract package will be used to procure internet connectivity and subscription services from LIBTELCO; this will be funded from the budget line Internet and Other IT Related Services.
14.	IFB N0. NPA/NCB/010/2025	ICT Software & Accessories	This contract package will be used to procure office suits, IT tools and accessories. It will be funded from the budget line "Internet and Other IT Related Services".
15.	IFB N0. NPA/NCB/011/2025	Medical Equipment & Supplies	This contract package will be used to procure medical equipment, drugs, and clinical supplies for NPA at the Freeport of Monrovia.
16.	IFB N0. NPA/NCB/012/2025	Repairs & Maintenance CCTV & ISPS Devices	This contract package is intended to hire a firm to provide maintenance for state-of-the-art surveillance cameras, CCTV devices, tower installations, etc; and funding is contained in the Budget line, ISPS Implementation
17.	IFB N0. NPA/NCB/013/2025	Rice Ration	This contract package will be used to procure rice for NPA employees and contractors: 32,812 bags of rice (25kg) @ 18USD.
18.	IFB N0. NPA/NCB/014/2025	Tools	This contract package is intended to procure tools such as mechanical, carpentry, Water Craft Tools (Pilot & Tug Boat) technical tools: hydraulic jack (20 tons), Gear Box Jack, spanners open end, shifting Wrench, Oil Filter Belt, oil Filter Chain, hack saw, caliber, etc.
19.	IFB N0. NPA/NCB/015/2025	Plant & Equipment Maintenance	This contract package will be used to hire a firm for the repair and maintenance of forklifts, top lifts, and other heavy duty equipment, etc. Balance of \$52,612US on this line will be used.
20.	IFB N0. NPA/NCB/016/2025	Building Materials	This contract package is intended to procure assorted building materials for repair and maintenance of NPA Buildings, and fencing and securing NPA's facilities at the ports Monrovia, Buchanan, Greenville, and Harper. This will be funded from these budget lines: Building & Residence Maintenance - \$100,000US, and ISPS Capital Project - \$100,000US.

Procurement Commission

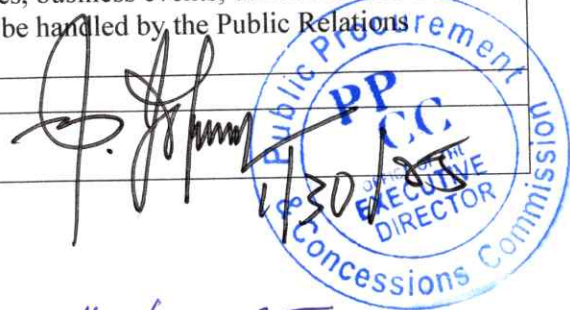
1/30/25



21	IFB NO.NPA/NCB/017/2025	Electrical Supplies	This contract package will be used to procure assorted Heavy Duty Electrical Cables, Transformers, Heavy Duty Circuit Breakers, Electrical Terminals, Connectors, Electrical Pipes, Extension Coils, Surface Cables, Network Coils, etc. to be used to do electrical repair and maintenance at NPA facilities. This will be funded from these budget lines: (Electrical supplies - \$75,000US and \$50,000US from ISPS Capital Project).
22	IFB NO. NPA/SS/005/ 2025	Building & Residence Maintenance	This contract package will be used to hire a firm for the maintenance of NPA Head Quarters. The sole source method is being used in line with section 55 (1) (b) of the PPCA because the repair and maintenance services will be provided by the firm who constructed the Headquarters Building.
23	IFB NO. NPA/NCB/018/ 2025	Construction of Buildings & Fence	This contract package will be placed into 2 lots: Lot 1 is for the construction of an Office Building at Freeport (Office Building/Archive - \$377,502US); and Construction of a Building, Security Both, Fence and Bill Boards in Ganta (Budget: Inland Port Development - \$300,000US).

Disclosure

N0.	Item	Amount	Description
1	Water and Sewage	15,000.00	Allocation for sewage bills and monthly water supply to offices - Liberia Water & Sewage Corporation (LWSC)
2	Utility Bill-LEC	60,000.00	Allocation for monthly electricity bill for the Free Port of Monrovia – Liberia Electricity Corporation (LEC)
3	Land Resurvey	350,000.00	1,862.2 acres in Montserrado and Bassa, and 175 acres in Nimba will be resurveyed by Liberia Land Authority (LLA).
3	Public Relation (Media Relations)	130,000.00	Allocation for press coverage, newsletters, brochures and catalogues, business events, bid documents and publication of bid documents in newspapers. This budget line will be handled by the Public Relations Department of NPA.
4.	Security Expense	480,000.00	Security operations, Trainings, etc...
	Total	1,035,000.00	



Prepared by:
 Charles B. Massaley
 Executive Director/ Procurement

Approved by:
 Sekou A.M Dukuly
 Managing Director/Chairman Proc. Committee

Date: 16-Jan-25

1/30/25



NATIONAL PORT AUTHORITY (NPA)
DRAFT PROCUREMENT PLAN FOR CONSULTANCY SERVICES
SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL YEAR 2025



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Item	BASIC DATA							IMPLEMENTATION												
	PACK NUMBER (Code)	Contract Package	Bus. Act. Code	NO. of Firms/ Persons	Estimated Cost	Selection Method	REQUEST FOR EXPRESSION OF INTEREST					REQUEST FOR PROPOSAL AND APPROVAL OF AWARD								
							Prep. Of TOR & PC Approval	Publication of REOI	REOI Closing/ Opening	Submission of Evaluation Report	PC Approval of Evaluation Report/ Short List	Preparation & Submission of RFP Document	PC Approval of Final TOR/REP Document	Invitation of Proposals	Proposal Submission/ Opening	Submission of Technical & Financial Evaluation Report	PC Approval of Combined Evaluation Report	Contract Award & Signing	Completion (Financial Report & Payment)	
Planned	1	RFP No. NPA/QCBS/001/2025	Port Infrastructure Design & Development	M6201	1 Firm	1,400,000	QCBS	27-Dec-24	10-Jan-25	7-Feb-25	14-Feb-25	19-Feb-25	26-Feb-25	5-Mar-25	12-Mar-25	26-Mar-25	9-Apr-25	16-Apr-25	16-May-25	30-Dec-25
Update																				
Actual																				
Planned	2	RFP No. NPA/LCS/001/2025	Port Master Plan	M6920	1 Firm	500,000	LCS	N/A	N/A	N/A	N/A	N/A	10-Jan-25	17-Jan-25	24-Jan-25	24-Feb-25	10-Mar-25	17-Mar-25	16-Apr-25	30-Dec-25
Update																				
Actual																				
GRAND TOTAL						1,900,000														

Charles B. Massaley
 Executive Director, Procurement
 1/30/25

Prepared By:
 Charles B. Massaley
 Executive Director, Procurement

Approved By:
 Sekou A. M. Dukuly
 Managing Director, Chairman Proc. Committee
 1/30/25

Date: 16-Jan-2025

Charles B. Massaley
 Executive Director, Procurement
 1/30/25

NATIONAL PORT AUTHORITY

Draft Procurement Plan Explanatory Notes

(Consultancy Service)

Fiscal Year: 2025



Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	RFP NO. NPA/QCBS/001/ 2025	Port Infrastructure Design & Development	
2.	RFP NO. NPA/LCS/001/ 2025	Port Master Plan	



Disclosure

N0.	Item	Amount	Description
1	Professional fees	400,000	Allocation for services (lawyer, casual workers, daily hire, vocational students that are not contained in NPA monthly payroll system)
2	Audit Fees	150,000	Allocation for services (General Auditing Commission and independent auditing firms)

Prepared by:

Charles B. Massaley
Executive Director/ Procurement

Approved by:

Sekou A.M Dukuly
Managing Director/Chairman Proc. Committee

Date:

16-Jan-25