



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

Ref. PPCC/RL/CEO/1031/'20

February 13, 2020

Dr. Jerry F. Brown

**CHIEF EXECUTIVE OFFICER**

John F. Kennedy Medical Center

Republic of Liberia

Dear Dr. Brown:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the John F. Kennedy Medical Center SBA and Non SBA Procurement Plans for FY 2019/2020 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform you that your Procurement Plan has been forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans.

The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. 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.

Kind regards

  
Jargbe Roseline Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**

JOHN F. KENNEDY MEDICAL CENTER  
PROCUREMENT PLAN (SBA CORE BUDGET)  
Source of funding: GOL/ INTERNALLY GENERATED REVENUE  
Fiscal Year 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/B OQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION ON/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
PLANNED	1	IFB No: JFK/SBA/RFQ/00 1/19/20	Vehicle Repair & Maintenance Services	G-4530	1 Firm	\$6,000.00	RFQ	6/17/2019	6/20/2019	6/25/2019	7/1/2019	7/11/2019	7/15/2019	7/19/2019	7/24/2019	N/A	8/8/2019	6/30/2020
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No: JFK/SBA/RFQ/00 2/19/20	Vehicles Insurance Coverage	K-6512	1 Firm	\$10,000.00	RFQ	6/17/2019	6/20/2019	6/25/2019	7/1/2019	7/11/2019	7/15/2019	7/19/2019	7/24/2019	N/A	6/30/2020	6/30/2020
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No: JFK/SBA/RFQ/001/ 19/20	Repair & Maintenance ICT Equipment	G-4651	1 Firm	\$15,000.00	RB	6/14/2019	6/19/2019	6/24/2019	6/28/2019	7/1/2019	7/15/2019	7/31/2019	8/8/2019	N/A	8/15/2019	6/30/2020
UPDATE																		
ACTUAL																		
SUB TOTAL						\$ 31,000												

Prepared by:

Vashta J. Warner, Procurement Director

Date: Feb 10, 2020

Approved by:

Dr. Jerry F. Brown, Chief of Staff, Procurement Committee

Date: 10/26/2022



FROM THE OFFICE OF  
THE GENERAL  
ADMINISTRATOR





**JOHN F. KENNEDY MEDICAL CENTER  
PROCUREMENT PLAN (SBA CORE BUDGET)  
Source of funding: GOL/ INTERNALLY GENERATED REVENUE  
Fiscal Year 2019/2020**

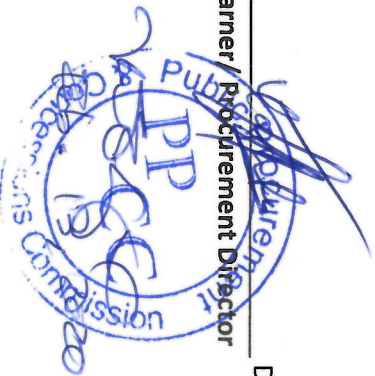
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
PLANNE D	4	IFB No: JFK/SBA/RFQ/00 3/19/20	Publication Services	M-7310	3 firms	\$5,000.00	RFQ	6/17/201	6/20/201 9	6/25/201 9	7/1/2019	7/22/201 9	7/29/2019	8/5/2019	8/13/2019	N/A	6/19/2020	6/30/2020	
UPDATE																			
ACTUAL																			
PLANNE D	5	IFB No: JFK/SBA/NCB/00 1/19/20	Printing & Binding	C-1811	1 Firm	\$94,000.00	NCB	6/3/2019	6/12/201 9	6/18/201 9	6/22/2019	6/25/201 9	7/23/2019	8/1/2019	8/19/2019	8/16/2019	N/A	6/30/2020	
UPDATE																			
ACTUAL																			
PLANNE D	6	IFB No: JFK/SBA/RB/002/ 19/20	Air Tickets **	N-7911	1 Firm	\$ 20,000	RB	6/17/201	6/20/201 9	6/25/201 9	7/1/2019	7/22/201 9	7/29/2019	8/5/2019	8/13/2019	N/A	6/18/2020	6/30/2020	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$119,000													

Prepared by: Vashta J. Warner/ Procurement Director Date: Feb 10, 2020

Approved by: Dr. Jerry F. Brown C.E.O/Chair, Proc. Committee

**JFK MEMORIAL MEDICAL CENTER**  
FROM THE OFFICE OF THE GENERAL ADMINISTRATOR

Date: 10 Feb/2020



**JOHN F. KENNEDY MEDICAL CENTER**  
**PROCUREMENT PLAN (SBA CORE BUDGET)**  
**Source of funding: GOL/ INTERNALLY GENERATED REVENUE**  
**Fiscal Year 2019/2020**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
	ITE M NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNIC AL SPECS/B OO/DRA WINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTI AL COMPLETION)	ACCEPTANC E & FINAL PAYMENT	RI AF
PLANNED	7	IFB No: JFK/SBA/RFQ /004/19/20	Vehicle Rental & Lease *****	H-4922	1 Firm	\$ 5,000	RFQ	6/14/2019	6/19/2019	6/24/2019	6/28/2019	7/19/2019	7/25/2019	7/31/2019	8/8/2019	N/A	6/15/2020	6/30/2020	
UPDATE																			
ACTUAL																			
PLANNED	8	IFB No: JFK/SBA/SS/001 /19/20	Internet Connectivity	J-6120	1 Firm	\$ 5040	SS	6/10/2019	6/17/2019	6/24/2019	7/1/2019	7/8/2019	7/15/2019	7/22/2019	7/29/2019	N/A	6/25/2020	6/30/2020	
UPDATE																			
ACTUAL																			
PLANNED	9	IFB No: JFK/SBA/NCB/0 02/19/20	Stationery	G-4761	Assorted	93,000	NCB	6/12/2019	6/18/2019	6/21/2019	6/25/2019	7/23/2019	8/1/2019	8/9/2019	8/16/2019	N/A	6/19/2020	6/30/2020	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 103,040.00													

Prepared by: *Vashta J. Warner* Date: *Fcl 10 2020*

Approved by: *Dr. Jerry F. Brown* *GA. OF HEALTH & HUMAN SERVICES* Committee

FROM THE OFFICE OF  
THE GENERAL  
ADMINISTRATOR

Date: *10 Feb/2020*





**JOHN F. KENNEDY MEDICAL CENTER**  
**PROCUREMENT PLAN (SBA CORE BUDGET)**  
**Source of funding: GOL/ INTERNALLY GENERATED REVENUE**  
**Fiscal Year 2019/2020**

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 (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/ DRAWINGS	PREP. OF BID DOCUMENT	PC - BID APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC - BID APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	10	IFB No: JFK/SBA/RB/003/19/20	Petroleum Products( Generator & Vehicles)	G-4661	84,979 Gallons	\$ 299,128.00	RB	6/14/2019	6/19/2019	6/24/2019	6/28/2019	7/19/2019	7/25/2019	7/31/2019	8/18/2019	N/A	6/15/2020	6/30/2020	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB No: JFK/SBA/NCB/003/19/20	Cleaning Materials	G-4773	Assorted	\$112,000.00	NCB	6/12/2019	6/18/2019	6/21/2019	6/25/2019	7/23/2019	8/1/2019	8/9/2019	8/16/2019	N/A	6/19/2020	6/30/2020	
UPDATE																			
ACTUAL																			
PLANNED	12	IFB No: JFK/RFQ/005/19/20	Carriage Haulage and Freight	H-5320	Assorted	\$ 10,000.00	RFQ	6/17/2019	6/20/2019	6/25/2019	7/1/2019	7/11/2019	7/15/2019	7/19/2019	7/24/2019	N/A	6/23/2020	6/30/2020	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 421,127.00													
GRAND TOTAL						\$ 674,167.00													

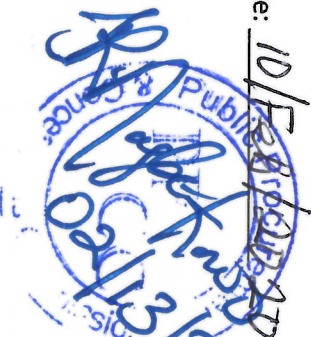
Prepared by: [Signature] Date: Feb 10, 2020

Vashta J. Warner /Procurement Director

Approved by: [Signature]

Dr. Jerry F. Brown C.E.O / Chair, Proc. Committee  
FROM THE OFFICE OF  
THE GENERAL  
ADMINISTRATOR

Date: 10/February 2020



			B. Fans etc
12	IFB NO. JFK/NCB/010/19/20	Repair & Maintenance of Non-Residential Buildings	This contract package is intended to procure services in repairing and maintaining JFKMC Buildings

SBA CORE BUDGET

1	IFB NO.JFK/SBA/RFO/001/19/20	Vehicle Repair & Maintenance Service	This contract package is intended for repair and Maintenance Services of JFKMC Vehicles A. 16 vehicles ----- ( 5 Buses,3 Prado, 5 pickup,3 ambulances
2	IFB NO.JFK/SBA/RFO/002/19/20	Vehicle Insurance Coverage	This contract package is intended for Vehicle Insurance Coverage for the following JFKMC Vehicles: A. 16 vehicles ----- ( 5 Buses,3 Prado, 5 pickup,3 ambulances
3.	JFK NO. JFK/SBA/RB/001/19/20	Purchase of ICT Equipment	This contract package is intended to procure assorted ICT accessories for repair or replacement and maintenance. Some of those items are as follow: 1. Computer Board 2. Switches 3. Computer Power Cable 4. Network Cables
4	IFB NO. JFK/SBA/RFO/003/19/20	Publication Services	This contract package is intended to procure the following services; LOT 1 A. Advertisement B. Magazine LOT 2 C. Newspapers etc
5.	IFB NO. JFK/SBA/NCB/001/19/20	Printing & Binding	This contract package is intended to procure the following Services: A. Printing of Booklets B. Vouchers C. Receipts


  
Feb. 19, 2020



			D. Hospital Cards E. Medical Documents ( Assorted) F. Authorized Purchase Request etc.
6.	IFB NO. JFK/SBA/RB/002/19/20	Air Tickets	This contract package is intended to procure air tickets for staff travels. This is from the budget line item foreign travel-means.
7.	IFB NO. JFK/SBA/RFO/004/19/20	Vehicle Rental& Lease	This contract package intended to hire vehicles for inland transport.
8.	IFB NO. JFK/SBA/SS/001/19/20	Internet Connectivity	This contract package is intended to procure the services of internet service provider.
9	IFB NO. JFK/SBA/NCB/002/19/20	Stationery	This contract package is intended to procure the below stationery supplies for the budget fiscal year. A. Durables Staple Machines ----- 100 pcs B. Permanent Markers ----- 1000 pcs C. Reams of Papers ----- 400 cnts D. Ledgers ----- 500 pcs E. Legal size Reams of Papers ----- 11 cnts F. Poster sheets ----- 300 pcs G. Manila folders ----- 2000 pcs H. Perforators ----- 50 pcs I. Hinging folders ----- 1000 pcs J. Calculators ----- 100 pcs K. Carbon Paper s ----- 1000 pks L. White Envelopes ----- 180 ctns M. Paper Glues ----- 300 pks N. Pens ----- 500 pks
10.	IFB NO.JFK/SBA/RB/003/19/20	Petroleum Products	This contract package is intended to procure the following products: A. 16 Vehicles, Administrators, Doctors and Managers ----- US\$ 39,974 gals /3.52 = 140,708.48 gals (Diesel and Gasoline Coupons) B. 3 Generators ----- 45,000 gals /3.52 = \$ 158,400.00 gals ( Bulk)
11	IFB No: JFK/SBA/NCB/003/19/20	Cleaning Material	This package is intended to purchase the following cleaning supplies: A. Washing soap B. Buckets



  
 11.09.2020

			C. Mops D. Commode Brushes E. Detergents F. Floor towels G. Dirt trays H. Tissues I. Air fresheners J. Heavy Duty Grass cutter machines ----- 5 etc
12.	IFB No: JFK/RFQ/005/19/20	Carriage Haul & Freight	This package is intended to procure services and payment for freight on specialize drugs and reagents for laboratory activities
13		Water and Sewage	This contract package is intended for plumbing, sewage line cleaning, and water supply for fiscal year 2019/2020 and will be handled by Finance department in collaboration with the Procurement Department. The amount is <b>US\$ 5,778.00</b> and the entity to execute this contract package is the Liberia Water & Sewer Corporation (LWSC).
14		Residential Property & Lease	This contract package is intended to lease a property for the mental patients.  A. E.S Grant Mental Hospital ----- 5 blgs
15.		Electricity	This contract package is intended for power supply for fiscal year 2019/2020 and will be handled by Finance department in collaboration with the Procurement Department.
16.		Food Stuffs (Local food)	This Contract Package is from the Budget line item Food and Catering Services and is intended to procure Local food items and nutritional supplies for inpatients feeding. The <b>Estimated Cost</b> of this package is <b>US\$ 95,000.00</b> Some of the Local Food items to be procured are as follow: 1 Fresh Fish (Shiny Lady)

  
Feb 13, 2020



			2	Fresh Fish (Pipe Fish)
			3	Cassava Leaf
			4	Pepper (Fresh/Dry)
			5	Potato Greens
			6	Bitterball / Eggsplant
			7	Iron Soap
			8	Chicken Thigh
			9	Peanut Paste
			10	Mineral Water (Small Bottles)
			11	Crown Vita
			12	Dry Fish
			13	Dried Bonnie
			14	Eggsplant.....
			15	Rice
			16	Cassava
			17	Potatoes
			18	Eddoes etc

  
Feb. 13, 2020

Prepared By: 

Vastha J. Manner

Procurement Director/Director

Date: Feb 10, 2020

Approved By: 

Dr. Jerry F. Brown

Head of Entity/Chairman Proc. Committee

Date: 10 Feb / 2020.

  
Feb. 13, 2020



Name of Entity: JOHN F. KENNEDY MEDICAL CENTER

Budget Notes

Fiscal Year: 2019/2020

Source of Funding: GOL/ INTERNALLY GENERATED REVENUE

1. Food and Catering Services..... US\$ 202,000.00  
Procurable Inputs:

- a) Food Stuffs (Super Market Food) ..... US\$ 107,000.00
- b) Food Stuffs (Local Food)..... US\$ 95,000

2. Consultancy Services-----USD 810,000

Procurable Inputs

- a. Feasibility studies-----USD \$ 200,000.00
- b. Expert /Specialist -----USD \$ 610,000.00

*Handwritten signature and date: 2/21/2020*