



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

Ref. PPCC/RL/CEO/0690/19

September 30, 2019

Hon. Dama Yekeson-Koffa

DEPUTY CEO FOR ADMINISTRATION

John F. Kennedy Medical Center

Republic of Liberia

Dear Hon. Koffa:

Subject: **PROVISIONAL APPROVAL OF DRAFT 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 plan has been **Provisionally Approved** pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the budget is approved by the President and you **ascertain the availability of funding**. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

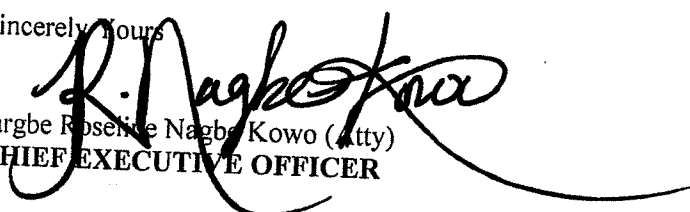
Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for JFK's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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.

Sincerely, Yours


Jargbe Roseline Nagbe Kowo (Atty)
CHIEF EXECUTIVE OFFICER

Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia

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
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	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/001/19/20	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																		
PLANNED	2	IFB No: JFK/SBA/RFQ/002/19/20	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: [Signature] Date: August 28, 2019
Vashta J. Warner / Procurement Director

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

Date: August 28, 2019

DAMA YEKESON-KOHA
OFFICE OF THE DEPUTY CEO FOR
ADMINISTRATION

[Signature]
attest
September 30, 2019

[Signature]

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

Provisional

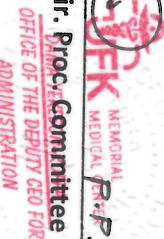
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BASIC DATA								IMPLEMENTATION DATES											
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PLANNE D	4	IFB No: JFK/SBA/RFQ/00 3/19/20	Publication Services	M-7310	3 firms	\$5,000.00	RFQ	6/17/201	6/20/201 9	6/25/201 9	7/1/2019	7/22/201 9	7/29/2019	8/1/2019	8/13/2019	N/A	6/19/2020	6/30/202 0	
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	6/21/2019	6/25/201 9	7/23/2019	8/1/2019	8/9/2019	8/16/20 19	N/A	6/30/202 0	
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	8/1/2019	8/13/2019	N/A	6/18/2020	6/30/202 0	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$119,000													

Prepared by: [Signature]
Vashta J. Warner/ Procurement Director
Date: August 26, 2019

Approved by: [Signature]
Dr. Jerry F. Brown C.E.O / Chair, Proc. Committee
OFFICE OF THE DEPUTY CEO FOR ADMINISTRATION

Date: August 28, 2019

[Signature]
September 30, 2019



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9/10/2019

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

Provisioned

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	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/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
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-6190	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/O 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: P.P. Warner Date: August 26, 2019

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

Date: August 28/30/2019

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OFFICE OF THE DEPUTY CEO FOR
ADMINISTRATION

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September 13, 2019

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

Provisioned

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	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE (S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	IMPLEMENTATION DATES											
								TECHNICAL SPECIFICATIONS/DRAWINGS	PREP. OF BID DOCUMENT	PC - BID - DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC - BID - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
PLANNED	10	IFB No: JF/K/SBA/RB/00 3/19/20	Petroleum Products(Generator & Vehicles)	G-4661	84,979 Gallons @ US\$ 3.52	\$ 299,127.00	RB	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	11	IFB No: JF/K/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: JF/K/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						\$													
GRAND TOTAL						\$ 421,127.00													
						\$ 674,167.00													

Prepared by: P.P. Warner Date: August 26, 2019
Vashta J. Warner / Procurement Director

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

Date: August 29, 2019

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September 30, 2019

DAMA YEKESON-KOFEA
OFFICE OF THE DEPUTY CHIEF OF
ADMINISTRATION

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13	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/RFQ/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/RFQ/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/RFQ/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 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/RFQ/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 cnts 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 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 US\$ 5,778.00 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.

Prepared By:

Vastha J. Wanner

Procurement Director/Manager

Date:

August 26, 2019

Approved By:

Dr. Jerry F. Brown

Head of Entity/Chairman Proc. Committee

Date:

August 28 / 2019

Name of Entity: JOHN F. KENNEDY MEDICAL CENTER

Budget Notes

Fiscal Year: 2019/2020

Source of Funding: GOL