



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/609/'22

October 4, 2022

Hon. Norwu G. Howard
DEPUTY MINISTER
Ministry of Health
Republic of Liberia

Dear Hon. Howard:

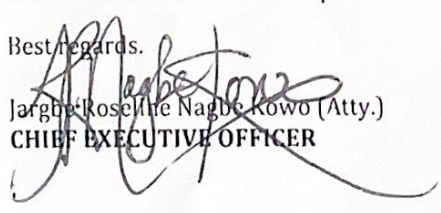
Subject: RECEIPT AND APPROVAL OF THE MINISTRY OF HEALTH SBA BUDGET
PROCUREMENT PLAN FOR FISCAL YEAR 2022.

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Health SBA Budget (Fara Project) Procurement Plan, which includes your request for reduction in lead time for its contract packages in accordance with Section 40 (3) of the PPCA, 2010 informs the MOH that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning, upon conclusion of stipulated processes

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. 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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards,


Jargbe Rosellie Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER



Sept. 7, 2022

Procurement Plan (Small Business Act/Core Budget)
Source of Funding: Government of Liberia-National Budget
Calendar Year: January 1, 2022 - December 30, 2022



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
IMPLEMENTATION DATES																		
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/HOQ/D 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	Approval of Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned Update Act	1	IFB No. LLASBANC/001/2022	Stationery	Assorted	36,000.00	NCB	8/29/2022	9/5/2022	9/12/2022	9/15/2022	10/14/2022	10/28/2022	11/4/2022	11/18/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	2	IFB No. LLASBANC/002/2022	Cleaning Materials	Assorted	20,400.00	NCB	8/15/2022	8/22/2022	8/29/2022	9/8/2022	10/7/2022	10/21/2022	10/28/2022	11/11/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	3	IFB No. LLASBANC/003/2022	Printing, Binding & Publication Services	1 Firm	10,800.00	RB	8/29/2022	9/5/2022	9/12/2022	9/15/2022	10/14/2022	10/28/2022	11/4/2022	11/18/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	4	IFB No. LLASBANC/004/2022	Vehicle Spare Parts	18	22,900.00	RB	8/15/2022	8/22/2022	8/29/2022	9/8/2022	10/7/2022	10/21/2022	10/28/2022	11/11/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	5	IFB No. LLASBANC/005/2022	Building Materials	Assorted	62,000.00	NCB	8/29/2022	9/5/2022	9/12/2022	9/15/2022	10/14/2022	10/28/2022	11/4/2022	11/18/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	6	IFB No. LLASBANC/006/2022	Generator Spare Parts	Assorted	10,810.76	RB	8/15/2022	8/22/2022	8/29/2022	9/8/2022	10/7/2022	10/21/2022	10/28/2022	11/11/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	7	IFB No. LLASBANC/007/2022	Vehicle Rental	5	12,400.00	RB	8/29/2022	9/5/2022	9/12/2022	9/15/2022	10/14/2022	10/28/2022	11/4/2022	11/18/2022	N/A	12/5/2022	12/30/2022	
Planned Update Act	8	IFB No. LLASBANC/008/2022	Petroleum (Diesel)	21,820.29	150,560.00	RB	8/15/2022	8/22/2022	8/29/2022	9/8/2022	9/22/2022	10/6/2022	10/13/2022	10/27/2022	N/A	12/5/2022	12/30/2022	
Sub-Total					315,870.76													



Prepared by: *[Signature]* Date: 9/6/22

Approved by: *[Signature]* Head of Entity/Chairman Proc. Committee



Acting Procurement Manager



Procurement Plan (Small Business Act/Core Budget)
Source of Funding: Government of Liberia-National Budget
Calendar Year: January 1, 2022 - December 30, 2022

Sept. 7, 2022

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	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/D drawings	Prep. of Bid Document	PC Approval Doc/Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid submission/public Opening	Submission of Bid Evaluation Report	Approval of Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment
Planned Update	9	IFB No.LLA-SBA/RFQ/001/2022	Furniture & Fixture	G4659	Assorted	3,500.00	RFQ	9/12/2022	9/19/2022	9/26/2022	9/29/2022	10/13/2022	10/27/2022	11/3/2022	11/17/2022	N/A	12/19/2022	12/30/2022
Act.																		
Planned Update	10	IFB No.LLA-SBA/RFQ/002/2022	Security Guard Service	N8010	1 Firm	9,000.00	RFQ	9/19/2022	9/26/2022	9/29/2022	10/13/2022	10/27/2022	11/3/2022	11/17/2022	N/A	#####	12/30/2022	12/31/2022
Act.																		
Planned Update	11	IFB No.LLA-SBA/NCB/004/2022	Information Communication Technology (ICT) Equipment	G4651	Assorted	15,200.00	NCB	9/16/2022	9/23/2022	9/30/2022	10/3/2022	10/17/2022	10/31/2022	11/7/2022	11/21/2022	N/A	12/19/2022	12/30/2022
Act.																		
Planned Update	12	IFB No.LLA-SBA/RFQ/003/2022	Office Equipment & Supplies	S9522	Assorted	6,000.00	RFQ	9/19/2022	9/26/2022	9/29/2022	10/13/2022	10/27/2022	11/3/2022	11/17/2022	N/A	#####	12/30/2022	12/31/2022
Act.																		
Sub-Total						33,700.00												
Grand Total						359,570.76												

Prepared by: *[Signature]* Sept. 7, 2022
 Acting Procurement Manager

Approved by: *[Signature]*
 Head of Entity/Chairman Proc. Committee

Date: 09/07/22



[Signature]
 Sept. 14, 2022
 Sept. 19/2022

ANNEX

Notes to Procurement Plan			Description	
No.	Package Code	Contract Package	Description	
1	No.LLA/SBA/NCB/001/2022	Stationery	This contract package is intended for the procurement of Sheets (Legal & A4), Cartridges, Pens, Stick on Pads, Note pads, Clear Folders, Box Files, Envelopes (Small & Large), Ledger Book for the Authority's Head Offices and County Offices, Staple Machines, Staple Pins etc.	
2	No.LLA/SBA/NCB/002/2022	Cleaning Materials	This contract package is intended for the procurement of Tide Soap, Toilet Tissues, Clorox, Air Freshener, Office Broom, Mop, Towels, Dettol, Dust Pan, Trash Can, Door Mat, Glass Cleaner, Glass Wiper, Hand Sanitizer, Hand Gloves etc. for the Liberia Land Authority Head Office and County Offices.	
3	No.LLA/SBA/RB/001/2022	Printing, Binding & Publication Services	This contract package will be used for printing, binding of the LLA's Brochures, Annual Reports, Professional Documents, Letter Heads on Specialized Papers, Billing Forms, Receipt Booklets etc.	
4	No.LLA/SBA/RB/002/2022	Vehicle Spare Parts	This contract package is intended for the procurement of oil filter, fuel filter, air cleaner, brake shoes, brake pad, engine oil, heavy grease, wheel bearing, tyres, gear oil, clutch disc, release bearing, pressure plate, stabilizer line, water separator etc. for the servicing of the Liberia Land Authority's vehicles.	
5	No.LLA/SBA/NCB/003/2022	Building Materials	This contract package will be used to procure Light Bulbs, Door Cylinders, Zinc, Paint, Doors, Commodes, Nails (Zinc & Steel) Pully etc. to carry out maintenance work on the Authority's Head Office and County Offices	
6	No.LLA/SBA/RB/003/2022	Generator Spare Parts	This contract package will be used to procure engine oil, fuel filter, oil filter, air filter, batteries, heavy grease and gear oil for the Authority's 150 KVA, 250 KVA Generators and Generators at the Authority's County Offices.	
7	No.LLA/SBA/RB/004/2022	Vehicle Rental	This contract package will be used to procure Vehicle Rental Services for the Liberia Land Authority for county tours from January to December, 2022	
8	No.LLA/SBA/RB/005/2022	Petroleum (Diesel)	This contract package is intended to procure 21, 820.29 gallons of diesel for the Authority's Vehicles and Generators respectively.	
9	No.LLA/SBA/RB/001/2022	Furniture & Fixture	This contract package will be used to procure window Blinds, Filing Cabinets, Desk, Chairs and White Boards for the Authority's Head Office and County Offices.	
10	No.LLA/SBA/RB/002/2022	Security Guard Service	This contract package will be used to procure Security Guard Services for the Liberia Land Authority Headquarters and Regional Offices for Quotations Method of procurement will be used.	
11	No.LLA/SBA/RB/002/2022	Information Communication Technology (ICT) Equipment	This contract package will be used to procure Accounting Software for the Authority's Finance Section, Accounting Software to be installed on the Authority's Computers.	
12	No.LLA/SBA/RB/003/2022	Office Equipment & Supplies	This contract package will be used to procure parts for the repair & maintenance of the Authority's Air Conditioning Units at its Head Office and County Offices.	

Prepared by: Sept. 7, 2022
Acting/Procurement Manager

Approved by: [Signature]

Head of Entity/Chairman Proc. Committee

Date: 09/07/22

[Signature] Sept 19/2022

