



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/023/'21

January 25, 2021

Hon. Keturah C. Smith
MANAGING DIRECTOR
Liberia Medicine and Health Product Regulatory Authority
Republic of Liberia

Dear Hon. Smith:

Subject: **RECEIPT AND APPROVAL OF SBA PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Liberia Medicine and Health Product Regulatory Authority (LMHRA) SBA Procurement Plans (*Goods and Services*) for Fiscal Year 2020/2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan has been duly 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 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 achieve transparency, accountability, fairness, equality and ultimately public confidence in our procurement and concessions processes.

Best regards.

Yours sincerely,


Jargbe Roseline Nygbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
ANNUAL PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: INTERNAL REVENUE GENERATION AND GOL

Fiscal year: 2020/21

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	IT E M NO	BASIC DATA						IMPLEMENTATION DATES									
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (e)	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICA L SPECS/BO Q/DRAWIN GS	PREP. OF BID DOCUMENT T	PC APPROVAL- BID DOC/TECH SPECS	BID INVITATIO N & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL - BID EVALUATI ON REPORT	CONTRA CT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVE RY, INSPECT ION (SUBSTA NTIAL COMPLE TION)
PLANNED	1	IFB.NO. LMHRA/RF Q/001/20/21	Drugs and Medical Consumable	G4772	Assorte d	1,000.00	RFQ	12/4/20	12/9/20	12/14/20	12/21/20	1/4/21	1/11/21	1/18/21	2/4/21	N/A	6/15/21
UPDATE																	
ACTUAL	2	IFB.NO. LMHRA/RB /001/20/21	Laboratory Chemicals	G4669	Assorte d	17,280.00	RB	12/4/20	12/9/20	12/14/20	12/21/20	1/20/21	1/25/21	1/29/21	2/10/21	N/A	6/15/21
PLANNED																	
UPDATE																	
ACTUAL	3	IFB.NO. LMHRA/RB /002/20/21	Vehicles	G4510	3	269,000.00	RB	12/4/20	12/9/20	12/14/20	12/21/20	1/20/21	1/25/21	1/29/21	2/10/21	N/A	6/15/21
PLANNED																	
UPDATE																	
ACTUAL																	
SUB-TOTAL						\$287,280.00											

Prepared by: 

Approved by: _____

Date: Dec 7, 2020

Chawa T. Tambah
Procurement Director
LIBERIA MEDICINES AND HEALTH
PRODUCTS REGULATORY AUTHORITY
(LMHRA)
MONROVIA - LIBERIA
DATE: _____ PROJECT NUMBER: _____


Pharrin Keturah C. Smith
Chairman, Procurement Committee




10/25/20

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
ANNUAL PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: INTERNAL REVENUE GENERATION AND GOL

Fiscal year: 2020/21

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA								IMPLEMENTATION DATES									
	ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/RO Q/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 (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)
PLANNED	4	IFB.NO. LMHRA/RF Q/002/20/21	Hall Rental	L6810	Assorted	10,000.00	RFQ	12/4/20	12/9/20	12/14/20	12/21/20	1/4/21	1/11/21	1/18/21	2/4/21	N/A	6/15/21
UPDATE																	
ACTUAL																	
PLANNED	5	IFB.NO. LMHRA/NC B/001/20/21	Machinery and Equipment	G4759	Assorted	171,000.00	NCB	12/4/20	12/9/20	12/14/20	12/21/20	1/20/21	1/25/21	1/29/21	2/10/21	N/A	6/15/21
UPDATE																	
ACTUAL																	
PLANNED	6	IFB.NO. LMHRA/NC B/002/20/21	Furniture and Fixture	G4659	Assorted	74,180.00	NCB	12/4/20	12/9/20	12/14/20	12/21/20	1/20/21	1/25/21	1/29/21	2/10/21	N/A	6/15/21
UPDATE																	
ACTUAL																	
SUB TOTAL						\$255,180.00											

Prepared by: **Haya T. Tanbah**
Procurement Director
DATE: _____

Approved by: _____

Date: **Dec 7, 2020**

Pharm. Kenneth C. Smith
Chairman Procurement Committee



[Signature]
Jan. 22, 2021

[Signature]
10/12/2020

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
ANNUAL PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: INTERNAL REVENUE GENERATION AND GOL

Fiscal year: 2020/21

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA								IMPLEMENTATION DATES									
	IT E M NO	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 BID APPROVAL - BID DOCTECH 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)
PLANNED	7	IFB.NO. LMHRA/R/Q/003/20/21	Software and Licenses	G4651	Assorted	940.00	RFQ	12/4/20	12/9/20	12/14/20	12/21/20	1/4/21	1/11/21	1/18/21	2/4/21	N/A	6/15/21
UPDATE																	
ACTUAL																	
	8	IFB.NO. LMHRA/RB/001/20/21	Motorbike	G4540	4	18,000.00	RB	12/4/20	12/9/20	12/14/20	12/21/20	1/20/21	1/25/21	1/29/21	2/10/21	N/A	6/15/21
PLANNED																	
UPDATE																	
ACTUAL																	
	9	IFB.NO. LMHRA/NC B/002/20/21	Network Equipment	G4741	Assorted	81,900.00	NCB	12/4/20	12/9/20	12/14/20	12/21/20	1/20/21	1/25/21	1/29/21	2/10/21	N/A	6/15/21
PLANNED																	
UPDATE																	
ACTUAL																	
GRAND-TOTAL						\$643,300.00											

Prepared by: 
LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
Procurement Director
MONROVIA, LIBERIA
DATE: _____

Approved by: 
Pharm. Kenneth C. Smith
Chairman Procurement Committee
Date: Dec 7, 2020


Dan, 22, 2021


Dan, 10/12/2020

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
EXPLANATORY NOTES
NON-SBA PROCUREMENT PLAN
FY2020/21

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
1	IFB NO.LMRHA/RFQ/001/20/21	Drugs and Medical Consumable	This contract package is intended to procure an assortment of medical consumable and supplies
2	IFB NO.LMRHA/RB/001/20/21	Laboratory Chemical	This contract package is intended to procure assorted of laboratory chemicals to be used by LMHRA laboratory. This line is taken laboratory consumable
3	IFB NO.LMRHA/RB/002/20/21	Vehicle	This contract package is intended to procure three vehicles for LMHRA. This contract package is taken from the budget line transport equipment
4	IFB NO.LMRHA/RFQ/002/20/21	Hall Rental	This contract package is intended to be used by LMHRA to conduct regular workshop, conferences and seminars. This contract package was taken from the budget line workshop, conference and seminars
5	IFB NO.LMRHA/NCB/001/20/21	Machinery Equipment	This contract package is intended to procure office machinery and equipment for LMHRA .
6	IFB NO.LMRHA/NCB/002/20/21	Furniture and Fixture	This contract package is intended to procure furniture and fixture for LMHRA
7	IFB NO.LMRHA/RFQ/003/20/21	Software license	This contract package is intended to procure software license for LMHRA
8	IFB NO.LMRHA/RFQ/003/20/21	Motorbike	This contract package is intended to procure four motorbikes to be used by LMHRA

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Jan 22, 2021


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01/25/2021

9	IFB NO.LMRHA/NCB/003/20/21	Network equipment	This contract package is intended procure network equipment. This package was taken from the budget line Information Communication Technology
10		Staff training local and foreign	The package is intended to train LMHRA staff locally and in foreign countries
11		Nonresidential building	LMHRA currently has an ongoing lease agreement
12		Electricity	This package payment is done by the finance department
13		Water and Sewer	This package payment is done by the finance department
14		Consultancy	This amount of \$33,651.00 is intended to hire casher workers and will be paid by the finance department




MINISTRY OF HEALTH AND FAMILY WELFARE
LIBERIA
NATIONAL PROCUREMENT AUTHORITY

Prepared by: Hawata Tambah
MONROVIA, LIBERIA
DATE: Procurement Director


Approved by:  Date: Dec 7, 2020

Hon. Keturah C. Smith
Managing Director/Chairman Procurement Committee





Jan 22, 2021



01/25/2021