



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 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/0424/25

March 27, 2025

Dr. Louise M. Kpoto
MINISTER
Ministry of Health
Monrovia, Liberia

Dear Dr. Kpoto:

Subj: **APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication dated March 5, 2025, which sought the approval of the Ministry of Health (MOH)/Lofa County Health Team-Kolahun Hospital Annual Core and SBA Procurement Plan for 2025.

Following thorough review, the Commission hereby approves the Ministry of Health (MOH)/Lofa County Health Team Annual Core and SBA Procurement Plan for fiscal year 2025 in accordance with *Section 40 (3) of the PPCA, 2010*, and informs Ministry of Health that the Lofa County Health Team-Kolahun Hospital Core and SBA 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. 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. However, 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.

Furthermore, the Commission requests that the Lofa County Health Team-Kolahun Hospital kindly submit its Contract Award Information Report for Fiscal Year 2024.

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.

Sincerely,

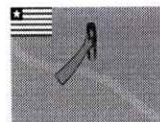

Budget Officer
CHIEF EXECUTIVE OFFICER



REPUBLIC OF LIBERIA

MINISTRY OF HEALTH

LOFA COUNTY HEALTH TEAM
KOLAHUN HOSPITAL
KOLBA CITY



Contact #s/ Email: +231-770-165201/ +231-880-6425971/ ossahr1979@gmail.com

March 5, 2025

Dear Sir/ Madam

The Kolahun District Hospital wish to acknowledge you on the source of their budget. The source of this budget is directly from the government of Liberia allotment for Kolahun Hospital in 2024 which was in the amount of USD\$110,000, but only received the amount of USD\$27,500 in October 2024. Since that time to February 2025, before the Government pay the balance allotment in the tune of USD80,000 at the rate at the time of USD\$183.88 wish is equivalent to LD\$14,711,127.00.

This amount at present rate of USD\$1.00 to LD\$200.00 is now equivalent to USD\$73,555.635.00 wish was added to the expected budget in 2025 of USD\$110,000.00. The total budget for Kolahun District hospital is now USD\$183,555.635 based on the present rate instead of USD\$190,000.00

Out of this budget, the amount of USD\$156,755.64 was allotted for procurement purpose to enchant a smooth operation at the facility and to improve a better health care system. Attach is the bank statement that will clearly explained about our source.

We are looking forward to you for your kind understanding and approved.

Signed: P.P. William M. Kamara
Administrator
+231-773-707-469

Approved: PP William M. Kamara
Medical Doctor
+231-778-518-738

John Suro
03/11/2025

TIME! 11:02AM

Acknowledged,
Kindly ensure compliance
with the relevant provisions of
the PPC Act.
T. Mayhew
05/03/25

MINISTRY OF HEALTH
KOLAHUN DISTRICT HOSPITAL PROCUREMENT PLAN (SBA BUDGET)

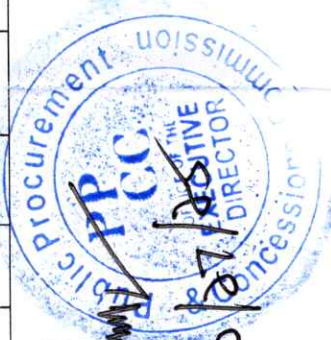
FISCAL YEAR: JANUARY - DECEMBER 2025

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Signed by _____

Approved by:

Dr Louise M. Kpoto - Minister
Proc. Committee Chairperson



3/20/25

**KOLAHUN HOSPITAL GOL PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year:
2025**

SBA BUDGET

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB NO.MOH/KDH/GOL/SBA/RFQ/001/2025	Communication Cards	This line item is meant to procure both Orange and Lone Star communication cards for use by the Kolahun District Hospital for the fiscal year, 2025. The allotted budget for this line item is \$2,900.00 @ 1.00 per card.
2	IFB NO.MOH/KDH/GOL/SBA/RFQ/002/2025	Event Catering	This line item is meant to procure the services of a catering firm that bear the responsibility of providing food items to the Kolahun District Hospital for the fiscal year 2025. The allotted budget for this line is \$10,000.00
3	IFB NO.MOH/KDH/GOL/SBA/RFQ/003/2025	Repair & Maint. Civil	This line item is meant to procure assorted building materials for the repair of damaged sewage lines, door locks, window screen, face-board, doors, etc. The allotted budget is \$14,307.49
4	IFB NO.MOH/KDH/GOL/SBA/RFQ/004/2025	Petroleum Products	This line item refers to the acquisition of Petroleum products and lubricants for Kolahun Hospital vehicles, and motorbikes. US\$10,000.00 is apportioned for the procurement of petroleum products (1,428.57 gallons) annually (7.00 per gallon).
5	IFB NO.MOH/KDH/GOL/SBA/RFQ/005/2025	Generator Repair & Maintenance	This line item refers to the acquisition of hiring a vehicle rental firm for the servicing of the hospital generators. The allotted budget is \$10,000.00
6	IFB NO.MOH/KDH/GOL/SBA/RFQ/006/2025	Small tools/Household Materials	This line item is meant to procure assorted household equipment for use by the Kolahun District Hospital with the allotted budget of \$10,000.00
7	IFB NO.MOH/KDH/GOL/SBA/RFQ/007/2025	Specialized Uniform (Security Clothing)	This line is meant to procure security uniform for the Kolahun District Hospital guard men who are charged with the responsibility of manning and securing the facility's property.

Signed by: _____

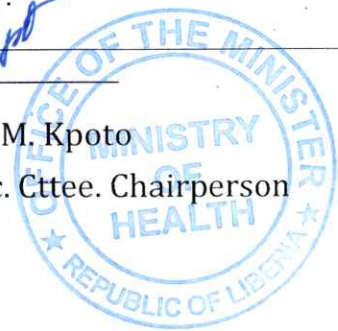
Jacob L.N. Wapoe
Procurement Director



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3/26/25

Approved by: _____

Dr. Louise M. Kpoto
Minister- Proc. Cttee. Chairperson



MINISTRY OF HEALTH
KOLAHUN DISTRICT HOSPITAL PROCUREMENT PLAN (NON-SBA BUDGET)
FUNDING SOURCE: GOL
FISCAL YEAR: JANUARY - DECEMBER 2025

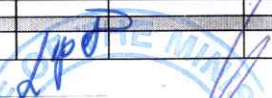
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Signed by: 
 Jacob C. N. Wapoe / Procurement Director

PROCUREMENT DIVISION

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Approved by: 
 Dr. Louise Mapleh Kpoto - Minister
 Procurement Committee Chairperson



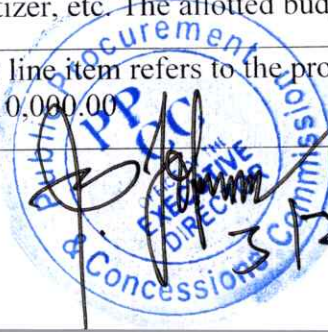
KOLAHUN HOSPITAL GOL PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year: 2025

NON-SBA BUDGET

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB NO.MOH/KDH/GOL/RFQ/001/2025	Drugs & Medical Supplies	This line item refers to the procurement of essential medical drugs and medical supplies such as, Foley Catheter, Urinal bags, Ringer lactate etc. The allotted budget is \$10,000.00
2	IFB NO.MOH/KDH/GOL/RFQ/002/2025	Machinery & Other Equipment	This line item is meant to procure assorted machinery parts for use by the hospital. The allotted budget is \$10,000.00.
3	IFB NO.MOH/KDH/GOL/RFQ/003/2025	Furniture & Fixtures	This line item is meant to procure assorted furniture and fixtures such as office chairs, rubber/plastic chairs, window curtains, tables, etc. the allotted budget is \$10,000.00
4	IFB NO.MOH/KDH/GOL/RFQ/004/2025	Vehicle Spare Parts	This line item is meant to procure assorted vehicle spare parts for use by the hospital's ambulance. The allotted budget is \$10,000.00
5	IFB NO.MOH/KDH/GOL/RFQ/005/2025	ICT Equipment	This line is intended for the procurement of one piece of laptop for use by the Kolahun District Hospital. The budget allotted is \$10,000.00
6	IFB NO.MOH/KDH/GOL/RFQ/006/2025	Stationery & Office Supplies	This package is intended to Purchas assorted stationery materials Stationery Such as A4paper, pen, maker, cartridge, etc. "to be used by the hospital. The allotted budget is \$10,000.00
7.	IFB NO.MOH/KDH/GOL/RFQ/007/2025	Cleaning Materials	This line item is meant to procure assorted cleaning materials such as chlorine, Dettol, tissues, alcohol, hand sanitizer, etc. The allotted budget is \$10,000.00
8	IFB NO.MOH/KDH/GOL/RFQ/008/2025	Laboratory Consumables	This line item refers to the procurement of assorted Laboratory consumables for the hospital. The allotted budget is \$10,000.00



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KOLAHUN HOSPITAL GOL PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year: 2025

9	IFB NO.MOH/KDH/GOL/RFQ/009/2025	Electrical Appliances (Solar Panel Accessories)	This line item refers to the procurement of assorted solar panel accessories for the hospital. The allotted budget is \$9,290.00
10	IFB NO.MOH/KDH/GOL/RFQ/010/2025	Repair & Maintenance Motorbikes	This line item refers to the procurement of assorted motorbikes spare parts for the hospital. The allotted budget is \$824.15
11	IFB NO.MOH/KDH/GOL/RFQ/011/2025	Vehicle Rental	This line item refers to the procurement of the services of a vehicle rental firm to enable the transportation of procured goods to the hospital. The allotted budget is \$3,000.00
12	IFB NO.MOH/KDH/GOL/RFQ/012/2025	Medical Equipment	This line item refers to the procurement of assorted medical equipment for use by the hospital. The allotted budget is \$8,100.00
13	IFB NO.MOH/KDH/GOL/RFQ/013/2025	Motorbike Purchase	This line is meant to procure three (3 units) of motorbikes for use by the Kolahun District Hospital for the dissemination and distribution of vital health promotion information in various locales.

Signed by:

Jacob L.N. Wapoe
Procurement Director

Approved by:

Dr. Louise M. Kpoto
Minister- Proc. Cttee. Chairperson



Handwritten signature
3/26/25

