



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/0978/20**

January 13, 2020

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

Dear Hon. Howard:

Subject: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (FARA) PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Health (Central Office) Special Project Procurement Plan (*Goods and Services*) for Fiscal Year 2019/2020 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs you that your special project 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.

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.

Best regards.

Yours sincerely,


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF HEALTH


PROCUREMENT PLAN FIXED AMOUNT REIMBURSEMENT AGREEMENT (FAIRA) CENTRAL OFFICE

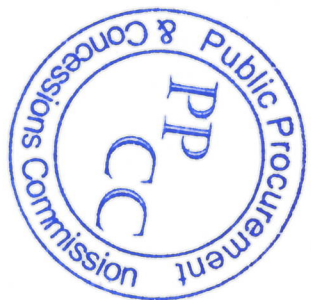
Source of Funding: USAID
Fiscal year: 2019/2020

ITEM NO.		PACKAGE NUMBER (CODE)		CONTRACT PACKAGE		BUSINESS ACTIVITY		QTY		ESTIMATED COST (USD)		PROCURE		TECHNICAL		PRE. OF BID		PC APPROVAL		BID INVITATION		BID		SUBMISSION OF PC APPROVAL		BID EVALUATION		CONTRACT AWARD		ADVANCE PAYMENT		DELIVERY		ACCEPTANCE & REMARKS/	
PLANNED		1		IFB No. MOH/FARA/RB/001/19/20		Fuel/Petroleum Products		10,736.84 gallons @2.80		\$ 40,799.99		RB		6-Dec-19		13-Dec-19		16-Dec-19		23-Dec-19		6-Jan-20		13-Jan-20		20-Jan-20		10-Feb-20		N/A		9-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
PLANNED		2		IFB No. MOH/FARA/RB/002/19/20		Telecommunication /Scenic Cards		Assorted		\$ 18,000.00		RB		6-Dec-19		13-Dec-19		16-Dec-19		23-Dec-19		6-Jan-20		13-Jan-20		20-Jan-20		10-Feb-20		N/A		9-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
PLANNED		3		IFB No. MOH/FARA/RB/001/19/20		Office Equipment		Assorted		\$ 7,000.00		RFQ		6-Dec-19		13-Dec-19		16-Dec-19		23-Dec-19		6-Jan-20		13-Jan-20		20-Jan-20		10-Feb-20		N/A		9-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
PLANNED		4		IFB No. MOH/FARA/RB/002/19/20		Stationery & Supplies		Assorted		\$ 8,500.00		RFQ		7-Dec-19		14-Dec-19		17-Dec-19		24-Dec-19		7-Jan-20		14-Jan-20		21-Jan-20		11-Feb-20		N/A		10-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
PLANNED		5		IFB No. MOH/FARA/RB/003/19/20		Vehicle Insurance		1 Firm		\$ 8,000.00		RFQ		9-Dec-19		16-Dec-19		19-Dec-19		26-Dec-19		9-Jan-20		16-Jan-20		23-Jan-20		13-Feb-20		N/A		12-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
PLANNED		6		IFB No. MOH/FARA/RB/003/19/20		Vehicle Maintenance		1 Firm		\$ 25,000.00		RB		10-Dec-19		17-Dec-19		20-Dec-19		3-Jan-20		17-Jan-20		24-Jan-20		31-Jan-20		21-Feb-20		N/A		20-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
PLANNED		7		IFB No. MOH/FARA/RB/004/19/20		Annual Audit		1 Firm		\$30,000.00		RB		13-Dec-19		20-Dec-19		23-Dec-19		30-Dec-19		13-Jan-20		20-Jan-20		27-Jan-20		17-Feb-20		N/A		16-Mar-20		30-Jan-20	
UPDATE ACTUAL																																			
										\$ 137,299.99																									

Signed by: 
Jacob L.N. Wapoe/Procurement Director
SOCIAL WELFARE

Approved By: 
Henry Howie/Minister for Administration
Chairperson Procurement Committee

Jan 13 2020


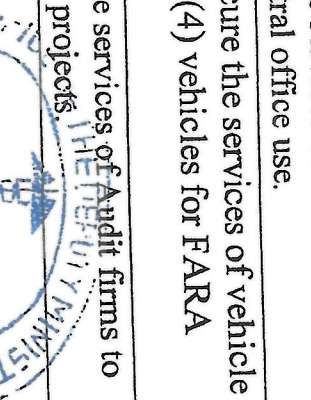


USAID/ FARA PROJECT PROCUREMENT PLAN EXPLANATORY NOTES


Fiscal Year: 2019 – 2020

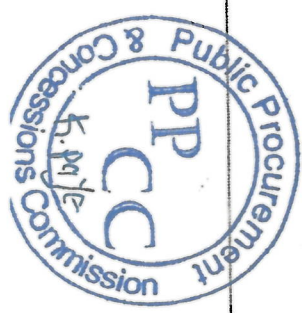
1. CORE BUDGET


ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB No. MOH/FARA/RB/001/19/20	Fuel/Petroleum Products	This contract package is meant to procure 10,736.84 gallons of fuel/petroleum products @US3.80 per gallon.
2	IFB No. MOH/FARA/RB/002/19/20	Telecommunication/Scratch Cards	This contract package is set to procure communication/scratch cards to enable staff communicate effectively while discharging their responsibilities and duties at the same time accessing the internet at central ministry and partners. Quantity to procure is 3600pcs @ \$US5.00 apiece for central ministry support.
3	IFB No. MOH/FARA/RFO/001/19/20	Office Equipment	This contract package is set to procure assorted office equipment for central office use. Some of this equipment includes, laptops, heavy duty photocopier, printers, projectors, shredders, box files, etc.
4	IFB No. MOH/FARA/RFO/002/19/20	Stationery & Supplies	This Contract package is set to procure assorted stationeries and supplies, (A4 Papers, Pencils, Pen, Cartridges, Box files, etc.) for central office use.
5	IFB No. MOH/FARA/RFO/003/19/20	Motor Vehicle Insurance	This contract package is set to procure the services of Insurance firm for the insurance of four (4) vehicles for central office use.
6	IFB No. MOH/FARA/RB/003/19/20	Vehicle Repair & Maintenance	This contract package is meant to procure the services of vehicle repair and maintenance firms for four (4) vehicles for FARA Projects.
7	IFB No. MOH/FARA/RB/004/19/20	Annual Audit	This contract package is set to procure the services of Audit firms to conduct one (1) year audit for the FARA projects.



Signed: 
Jacob L.N. Wapoga
Procurement Director/Min

Approved: 
Madam Norwu G. Howard, MSN
Deputy Minister, Administration



Date: 
Ministry of Health
FOR AUDIT/REVIEW