



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/316/'21

August 18, 2021

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

Dear Hon. Howard:

Subject: **RECEIPT AND APPROVAL OF MOH's COMBINED PROJECT PROCUREMENT PLANS (NATIONAL LEPROCY AND TB CONTROL AND NATIONAL AIDS CONTROL PROGRAM) FOR SPECIAL BUDGET YEAR 2021**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Health (MOH) combined Project Procurement Plans (**National Leprosy and TB Control Program and National Aids Control Program**) for Special Budget Year 2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs the **MOH** that its Project Procurement Plans 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, upon conclusion of the 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 achieve transparency, accountability, fairness, equality and ultimately public confidence in our procurement and concessions processes.

Best regards.

Yours sincerely,

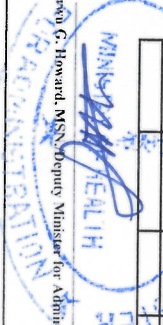

Jargie Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICE

MINISTRY OF HEALTH

COMBINED PROCUREMENT PLAN (TB/HIV)

Source of Funding: GLOBAL FUND-TB/HIV Grant
Fiscal year: July 1, 2021 to December 31, 2021

Fiscal Year: July 1, 2021 to December 31, 2021																		
BASIC DATA																		
ITEM NO.	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCURE	TECHNICAL	PREP. OF BID	PC	BID	BID	SUBMISSION	PC	CONTRACT	ADVANCE	DELIVERY,	ACCEPTANCE & FINAL PAYMENT	GF Fund Approval Status and Comments	
					METHOD	SPEC/BOO/DRAWINGS	DOCUMENT	APPROVAL-BID	INVITATION & RELEASE OF BID DOC	SUBMISSION/PUBLIC OPENING	OF BID EVALUATION REPORT	APPROVAL-BID EVALUATION	AWARD & SIGNING	PAYMENT (MOBILIZATION)	INSPECTION (SUBSTANTIAL COMPLETION)			
PLANNED	1	IFB NO.MOH/TB/HIV/ GF/ RB/ 001/2021																
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO.MOH/TB/HIV/ GF/ NCB/ 001/2021																
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO.MOH/TB/HIV/ GF/ NCB/ 002/2021																
UPDATE																		
ACTUAL																		
PLANNED	4	IFB NO.MOH/TB/HIV/ GF/ NCB/ 003/2021																
UPDATE																		
ACTUAL																		
PLANNED	5	IFB NO.MOH/TB/HIV/ GF/ NCB/ 004/2021																
UPDATE																		
ACTUAL																		
PLANNED	6	IFB NO.MOH/TB/HIV/ GF/ NCB/ 005/2021																
UPDATE																		
ACTUAL																		
PLANNED	7	IFB NO.MOH/TB/HIV/ GF/ NCB/ 006/2021																
UPDATE																		
ACTUAL																		
PLANNED	8	IFB NO.MOH/TB/HIV/ GF/ RFQ/ 001/2021																
UPDATE																		
ACTUAL																		
PLANNED	9	IFB NO.MOH/TB/HIV/ GF/ NCB/ 007/2021																
UPDATE																		
ACTUAL																		
PLANNED	10	IFB NO.MOH/TB/HIV/ GF/ RFQ/ 002/2021																
UPDATE																		
ACTUAL																		
PLANNED	11	IFB NO.MOH/TB/HIV/ GF/ SS/ 001/2021																
UPDATE																		
ACTUAL																		
PLANNED	12	IFB NO.MOH/TB/HIV/ GF/ RFQ/ 003/2021																
UPDATE																		
ACTUAL																		
Sub-Total																		
Total																		



8/17/21

MINISTRY OF HEALTH (NATIONAL LEPROSY & TUBERCULOSIS CONTROL PROGRAM-NLTCP AND NATIONAL AIDS CONTROL PROGRAM- NACP) -GLOBAL FUND COMBINED PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2021

A. GOODS PLAN EXPLANATION

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT						
1	IFB.NO.MOH/TB/HIV/ GF/ RB/ 001/2021	Petroleum Product (Diesel and gasoline)	<p>This line item refers to the procurement of petroleum products support to integrated sites (155 sites), health worker and quality TB sites verification for the National Leprosy & Tuberculosis Control Program (NLTCP). The diesel estimated at \$3.67US per gallon will amount to about 12,869.48 gallons of diesel fuel. Part of this fuel will be use generator at the TB Annex where patients are kept. The National Aids Control Program has \$98,115.00 worth of fi fuel is intended for the operation of the NACP and other support facilities throughout the country.</p> <p>Note: The Restricted bidding method is being use because the petroleum service provider is known throughout c Due to the MOH field operation, only firms that has presence in at least five (5) counties will be issue the l documents. Also, that the bid will be divided into two lots (50% per lots). This is intended to have two frat agreement with two firms. This will ensure that there is smooth operation of the program.</p>						
2	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 001/2021	Printing	<p>This contract package is intended for the printing of IEC Materials, HCT guidelines, flyers, posters, world T materials, adherence and M&E training modules for the National Leprosy and TB control Program (NLTCP). Pai funding will be use to produce forms and cards for the program. The NLTCP accounts for \$40,727.00. The NACP printing assorted materials such as flyers, guidelines, IEC materials, program forms, T-shirts for world Aids ma etc. Part of the NACP budget will also be use to print supply chain forms and other essential materials for the pi The NACP accounts for about \$266,177.50 USD of the procurement package. The bid will be divided into three lo on the nature of the printing materials. One lot for the supply chain materials, One for NLTCP materials and the o NACP materials.</p>						
3	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 002/2021	Communication Cards	<p>This line refers to the procurement of communication cards for the two programs (NLTCP and NACP) as wel Program Coordination Unit (PCU). Part of these cards are intended for other Units within the Central Ministry as County level. The cards are intended to enhance their administrative capacity. The two major service providers p will be procured (Orange and MTN) on a 50% basis. Note that the standard price for communication cards is \$5.0 per piece. Hence the \$19,870.00 will give 3,974 pieces of cards. Local vendors will bid for the contract package will be in only one lot.</p>						
4	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 003/2021	Hall Rental	<p>This line refers to the hiring of halls in different part of the country (all 15 subdivisions). These halls will be hir there are activities taken placed at a particular location. It will be difficult to have a single vendor contracted hence the counties will be placed in lots. Each county will have two contracts (where possible) with two firms with t facilities (size, electricity, PA system, projector, etc). The countries will be divided into two lots; two per county. intended to avoid conflict when the two programs (NLTCP and NACP) may be within the same county but having d training or workshop. The country will be based on a framework agreement. NLTCP accounts for \$13,400 and the \$48,100.00</p>						
5	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 004/2021	Stationeries and Office Supplies	<p>This package is intended to Purchase the below listed items:</p> <table><tr><th>No.</th><th>Item Description</th><th>Qty</th><th>No.</th><th>Item Description</th><th>Qty</th></tr></table>	No.	Item Description	Qty	No.	Item Description	Qty
No.	Item Description	Qty	No.	Item Description	Qty				

PROGRAM- NACP) -GLOBAL FUND COMBINED PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2021

1	Paper A4	1 ctn	12	High lighter	1 pc	23	Drum Unit (iR2016)	1 pc
2	Steno Pad	1 dozn	13	Pencil	1 pk	24	Anti-Virus (Kaspersky)	1 pc
3	Ball Pen (Assorted)	1 pks	14	Glue	1 doz	25	Flash Drive (4GB)	1 pc
4	Box File	1 dozn	15	Retype Solvent	3 doz	26	Wall Adaptor	5 pc
5	Manila Folder (L/s & M/s)	1 pks	16	Staple Remover	1 doz	27	Extension Cord	1 pc
6	Ledge Book	1 dozn	17	Calculator	1 pc	28	Cartridge (35A)	1 set
7	Brown Envelope	1 pks	18	Yellow Pad	1 doz	29	Cartridge (05A)	1 set
8	Plan Envelope	1 dozn	19	Plastic Ruler	1 pc	30	Toner (CE-320, 321, 322 & 323)	1 set
9	Staple Machine	10do zn	20	Desk Tray	1 set	31	Cartridge (53A)	2 set
10	Staple Pin	1 dozn	21	Surge Protector	1 pc	32	Box File (Legal)	1 dozn
11	Correction Fluid	1 dozn	22	UPS	1 pc	33	White Envelope	1 pk

These items are intended to be distributed across all of the Unit and divisions within the programs (NLTCP and NACP) to enhance their administrative function. The items listed above are just few of with are to be procured.

This line refers to the hiring of catering service providers throughout the country (15 subdivision). Like the hall service, these catering services will take place in different locations (15 Counties Capitals). However, the procurement process will be done through the two-stage bidding; expression of interest to pre-qualified vendors and then quote directly send to the pre-qualified vendors when an activities is ongoing.

This line refers to the hiring of firm to repair and maintain the two programs vehicles (NLTCP @ 6 and NACP). The PCU vehicle will also be maintain from this TB/HIV Grant. The PCU has about 3 vehicles. A framework agreement will be entered between the parties where the vehicles will be sent to the garage to assessed and then an assessment with costing attached sent to the programs (NLTCP and NACP) for informed decision on budget or funding available.

6	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 005/2021	Catering Service
7	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 006/2021	Vehicle Repair/Maint.

MINISTRY OF HEALTH (NATIONAL LEPROSY & TUBERCULOSIS CONTROL PROGRAM-NLTCP AND NATIONAL AIDS CONTROL PROGRAM- NACP) -GLOBAL FUND COMBINED PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2021

			Prices as indicated in the most responsive firm's quotation with whom this contract will be signed will be fixed throughout the contract period. A framework agreement will be entered between the MOH and at least two firms to keep the programs vehicles.
8	IFB.NO.MOH/TB/HIV/ GF/ RFO/ 001/2021	Bike Repair/Maint.	This line refers to the hiring of firm to repair and maintain the NACP bikes. A framework agreement will be between the parties where the bikes will be sent to the garage to assessed and then an assessment report with attached sent to the programs (NACP) for informed decision on budget or funding availability. Prices as indicate most responsive firm's quotation with whom this contract will be signed will be fixed throughout the contract period.
9	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 007/2021	Airing	This line refers to the hiring of a media house to air TB and HIV messages. The print and electronic media will be Messages will be placed on radio; TV and the newspaper will carry direct publication on adverts. Only stations will cover (presence in at least 12) will be contracted. Bids will be placed into categories; Paper, TV and Radio station category will be a lot.
10	IFB.NO.MOH/TB/HIV/ GF/ RFO/ 002/2021	Repair/Maint. Generator (45KVA)	This line refers to the repair and maintenance of generator (45KVA) for the NACP. This is the regular maintenance. A private firm will be hire to provide their service.
11	IFB.NO.MOH/TB/HIV/ GF/ SS/ 001/2021	Internet Subscription	This line refers to the provision of internet service to the two programs (NLTCP and NACP as well as the PCI service will be provided by the two major service providers; Lonestar Communication MTN and Orange. The single method will be use because they are the sole provider of both networks needed. They are currently providing services the two programs as well as the Program Coordination Unit (PCU).
12	IFB.NO.MOH/TB/HIV/ GF/ RFO/ 003/2021	Canopy Rental	The lines refer hiring of canopy by the National Aids Control Program (NACP). The canopy will be use to host programs and at times, emergency testing center.
13	IFB.NO.MOH/TB/HIV/ GF/ RFO/ 004/2021	Band Rental	This line refers to the renting of Band doing the World Aids Days activities. The Band will be hire from private providers the match along with the NACP.
14	IFB.NO.MOH/TB/HIV/ GF/ RFO/ 005/2021	Sporting Materials	This line refers to the procurement of sporting materials for the NACP. These materials such as, Jersey, football, equipment given to youthful population as ways of attracting their peers to the activities and then educate them on the prevention HIV and related diseases.
15	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 008/2021	Vehicle Rental	This line refers to the hiring of vehicle rental service providers to conduct activities under the both programs (NLTCP and NACP). The programs use these hired vehicles to buttress the MOH fleets. All of the rental vehicles will have ways to monitoring them while they are in the field. The Bidding documents will be divided into lots (1 to 6) based regions. This contract will be a framework agreement between the MOH and at least two firms. Since this will be a competitive bidding process, those firms that will response to this NCB process will be shortlisted as pre-qualified in case of ad-hoc procurement outside of the contract.
16	IFB.NO.MOH/TB/HIV/ GF/ RFO/ 006/2021	Communication Materials	This line refers to the procurement of Communication Materials such as microphone, loud speakers, etc. Three quotations will be collected from firms in the sales of these materials.



MINISTRY OF HEALTH (NATIONAL LEPROSY & TUBERCULOSIS CONTROL PROGRAM-NLTCP AND NATIONAL AIDS CONTROL PROGRAM- NACP) -GLOBAL FUND COMBINED PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2021

17	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 009/2021	Laboratory Supplies	This line refers to the procurement of assorted laboratory supplies such as; reagent, gloves, mask, injection, N95 sanitizers, etc for use by the NLTCP and NACP. The bid will be a national competitive procurement process wt will be placed into local dailies as require by law.
18	IFB.NO.MOH/TB/HIV/ GF/ RB/ 002/2021	Vehicle Insurance	This line refers to the provision of non-life insurance coverage to the PCU (about 3 vehicles), NACP (10 vehicl NLTCP (6 vehicles). Some of these vehicles will be for third part and other comprehensive due to their year of p and conditions. The Restrictive bidding method is being used due to the fact that the central Bank of Liberia is de re for the Insurance sector and they have short listed all service provider in this sector. This means they are known.
19	IFB.NO.MOH/TB/HIV/ GF/ RFQ/ 007/2021	Repair/Maint Office Equip	This line refers to the repair and maintenance of the two programs (NLTCP and NACP) ICT equipment such as l printers, etc. that may experience malfunction. The service will be provider by private service provider.
20	IFB.NO.MOH/TB/HIV/ GF/ RFQ/ 008/2021	Building Renovation	This line refers to the repair and maintenance of the two programs (NACP and NLTCP) building. The rep maintenance cover work such as; repairs of doors lock, repair of roof when there are leakages, painting, etc. The will be provider by private firms.
21	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 010/2021	Food Item	This line refers to the procurement of food stuff such as; rice, oil, nutritional biscuit, fish, greens, etc to be distribut patience. These are intended to motivate people living with HIV/AIDs to take care of themselves and live a health The bid will be published in the local dailies as require by law.
22	IFB.NO.MOH/TB/HIV/ GF/ RFQ/ 009/2021	Janitorial Service	This line refers to the hiring of a private firm to provide their cleaning service to the NLTCP. This is intended to cl premises of the TB Annex building.
23	IFB.NO.MOH/TB/HIV/ GF/ RFQ/ 010/2021	Air Conditional	This line refers to the procurement of Air Conditioner for use by the NACP. three unit of air conditioners procurement for the program's central office. Such as; 24,000 BTU, 18,000 BTU and 12,000 BTU.
24	IFB.NO.MOH/TB/HIV/ GF/ NCB/ 011/2021	ICT Equipment	This line refers to the procurement of assorted ICT equipment for the National Leprosy & Tuberculosis Control P (NLTCP). This equipment refers to materials such as; Laptops, printers, photocopiers and related software's for e equipment. Due to the amount for the items requested, there was no budget allocated for the publication. Hence, we no objection to use the RB method and also have the lead time reduced to 14 days.

Prepared by: _____



Approved by: _____



Chairperson/Procurement Committee

Date: 8/16/2021