



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/160/22

April 4, 2022

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

Dear Hon. Howard:

Subject: RECEIPT AND APPROVAL OF THE MINISTRY OF HEALTH SPECIAL PROJECT GLOBAL FUND PROCUREMENT PLAN FOR FISCAL YEAR 2022.

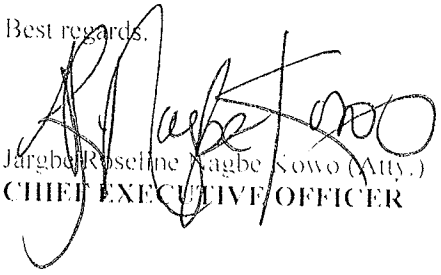
We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Health Special Project Global Fund Procurement Plan in collaboration with the Program Coordination Unit of the MOH, upon review of all submitted documents for Fiscal Year 2022. The Commission conveys to the MOH that this 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, upon conclusion of stipulated procurement 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.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice.

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 Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER



REPUBLIC OF LIBERIA
MINISTRY OF HEALTH
P. O. BOX 10-9009
1000 MONROVIA 10, LIBERIA
WEST AFRICA

Office of the Deputy
Minister for Administration
Ref. No.:

MOH/GOL/NGH-DMA/7978/'22

March 14, 2022

Atty. Jargbe Roseline Nagbe Kowo
Chief Executive Officer
Public Procurement & Concessions Commission
Capitol Hill,
Monrovia, Liberia

Received:
Dennis Taylor
March 17, 2022
Time: 2:58pm

Subject: **Submission of Ministry of Health Global Fund Procurement Plan for the Program Coordination Unit (PCU):**

Dear Honorable Kowo:

We are pleased to present our compliments, and herewith submit the Procurement Plan for the Program Coordination Unit at the Ministry of Health under the sponsorship of the Global Fund from HIV, TB & Malaria grant for 2022.

The Program Coordination Unit (PCU) is the unit responsible to coordinate all of the funding and activities coming to the Ministry of Health for the various programs (National Aids Control Program, National Malaria Control Program, National Leprosy and TB Control Program, The Blood Safety and the Central Ministry units) supported by the Global Fund.

The Ministry is seeking the Commission's no objection to use Restrictive Bidding method for the procurement of petroleum products. This is owing to the fact that the price for the petroleum products is determined by the Ministry of Commerce and the suppliers are known. The Ministry is also seeking the Commission's no objection for reduction in lead-time from 28 days to 14 days for the suppliers to respond.

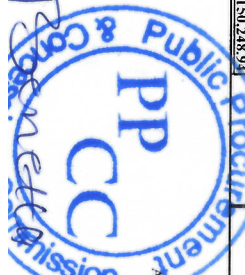
The Ministry is seeking the Commission's no objection to conduct all catering and hall rentals services using the two stage bidding method; first stage is to conduct expression of Interest and the second stage is to later issue Request for Quotation (RFQ) to the pre-qualified vendors. This is because the activities for the catering and hall rental will take place across the 15 counties (cities and Districts) and in some counties (Montserrado, Nimba and Margibi), the activities will be conducted simultaneously. Some of the activities where training and workshops will be conducted, will be at hotels that will provide their own catering

Ministry of Health (Program Coordination Unit)
PROCUREMENT PLAN -CONSULTANCY
Source of Funding: GLOBAL FUND-GRANT (TB/HIV/Malaria)
Budget Period: JANUARY 1, 2022 TO December 31, 2022

BASIC DATA										REQUEST FOR EXPRESSION OF INTEREST, if applicable										REQUEST FOR PROPOSALS AND APPROVAL OF AWARD									
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY	No. of FIRMS/PERSONS	ESTIMATE ED COST	SELECTION METHOD	PREP. OF TOR &	PUBLICATION OF	REOI CLOSING	SUBMISSION OF	PC APPROVAL	PREPARATION & SUBMISSION	PC APPROVAL FINAL TOR/RFP	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION &	SUBMISSION OF TECHNICAL &	PC APPROVAL	CONTRACT AWARD &											
1	No:MOH/PCU/GF/LCS/001/2022	External Audit	M-7020	1	\$22,723.94	LCS	14-Feb-22	21-Feb-22	7-Mar-22	11-Mar-22	16-Mar-22	18-Mar-22	23-Mar-22	30-Mar-22	13-Apr-22	20-Apr-22	27-Apr-22	4-May-22											
PLANNED																													
UPDATE																													
ACTUAL																													
2	No:MOH/PCU/GF/LCS/002/2022	Vehicle Insurance	K-6512	1	\$23,250.00	LCS	14-Feb-22	21-Feb-22	7-Mar-22	11-Mar-22	16-Mar-22	18-Mar-22	23-Mar-22	30-Mar-22	13-Apr-22	20-Apr-22	27-Apr-22	4-May-22											
PLANNED																													
UPDATE																													
ACTUAL																													
3	No:MOH/PCU/GF/CQS/001/2022	Stigma Index Study	M-7020	4	\$13,525.00	CQS	10-Mar-22	24-Mar-22	7-Apr-22	11-Apr-22	16-Apr-22	23-Apr-22	30-Apr-22	7-May-22	21-May-22	28-May-22	2-Jun-22	9-Jun-22											
PLANNED																													
UPDATE																													
ACTUAL																													
4	No:MOH/PCU/GF/CQS/002/2022	KP Size Estimation	M-7020	3	\$49,750.00	CQS	10-Mar-22	24-Mar-22	7-Apr-22	11-Apr-22	16-Apr-22	23-Apr-22	30-Apr-22	7-May-22	21-May-22	28-May-22	2-Jun-22	9-Jun-22											
PLANNED																													
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ACTUAL																													
5	No:MOH/PCU/GF/CQS/003/2022	REVISE CASE MANAGEMENT TA	M-7020	1	\$6,000.00	CQS	10-Mar-22	24-Mar-22	7-Apr-22	11-Apr-22	16-Apr-22	23-Apr-22	30-Apr-22	7-May-22	21-May-22	28-May-22	2-Jun-22	9-Jun-22											
PLANNED																													
UPDATE																													
ACTUAL																													
6	No:MOH/PCU/GF/CQS/004/2022	POST DISTRIBUTION SURVEY TA	M-7020	1	\$6,000.00	CQS	10-Mar-22	24-Mar-22	7-Apr-22	11-Apr-22	16-Apr-22	23-Apr-22	30-Apr-22	7-May-22	21-May-22	28-May-22	2-Jun-22	9-Jun-22											
PLANNED																													
UPDATE																													
ACTUAL																													
7	No:MOH/PCU/GF/CQS/005/2022	TA TO SUPPORT HIS INTEROPERABILITY	M-7020	1	\$4,000.00	CQS	10-Mar-22	24-Mar-22	7-Apr-22	11-Apr-22	16-Apr-22	23-Apr-22	30-Apr-22	7-May-22	21-May-22	28-May-22	2-Jun-22	9-Jun-22											
PLANNED																													
UPDATE																													
ACTUAL																													
8	No:MOH/PCU/GF/CQS/006/2022	System Modification	M-7020	1	\$25,000.00	CQS	10-Mar-22	24-Mar-22	7-Apr-22	11-Apr-22	16-Apr-22	23-Apr-22	30-Apr-22	7-May-22	21-May-22	28-May-22	2-Jun-22	9-Jun-22											
PLANNED																													
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ACTUAL																													
Grand Total					\$150,248.94																								

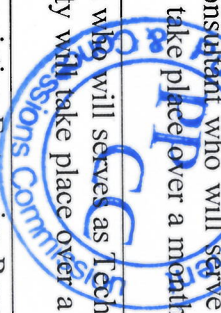
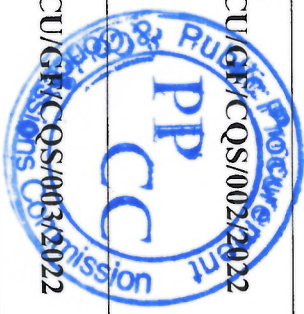
Prepared by: *[Signature]* Date: 3/14/22
Procurement Director

Approved by: *[Signature]* Date: 3/17/22
Deputy Minister for Administrative Management Procurement Committee



MINISTRY OF HEALTH (PROGRAMME COORDINATION UNIT-PCU) -GLOBAL FUND GOVERNMENT PROCUREMENT PLAN EXPLANATORY NOTE
FOR FISCAL YEAR 2022

A. TB/HIV/Malaria Grants-CONSULTANCY PLAN EXPLANATION			PROCUREMENT CONTRACT PACKAGE CONTENT
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	
1	IFB No: MOH/PCU/GF/LCS/001/2022	External Audit Service	This line refers to the hiring of a firm to conduct post transaction audit on the NACP Global Fund transaction for the period January 1, 2021 to December 31, 2022. The Request for proposal will be issued to all the firms who are members of the Liberia Institute of Certified Public Accountants (LICPA) of Liberia as required by Law. The least cost selection method will be used to select the most responsive firm.
2	IFB No: MOH/PCU/GF/LCS/002/2022	Vehicle Insurance	This line refers to the hiring of a firm to provide vehicle insurance coverage to the National Aids Control Program vehicles and the vehicles belonging to the Program Coordinating Unit (PCU). The NACP has 10 SUV while the PCU has 3 SUV. This service will be for a period of one year (January 1, 2022 to December 31, 2022). There is an existing contract between the Ministry of Health and Mutual Benefit which was renewed in December 2021 to cover the period mentioned above.
3	IFB No: MOH/PCU/GF/CQS/001/2022	Stigma Index Study	This line refers to the hiring of one International and One local Consultant to help the National Leprosy & Tuberculosis Control Program (NLTCP) conduct Stigma Index Study. The study is expected to take place over twenty-one day's period. Request for Proposal will be issued to firms/consultants with experience to provide such service using their own experience from the program.
4	IFB No: MOH/PCU/GF/CQS/002/2022	Key Population Size Estimation	This line refers to the hiring of individual consultants (Local and International) that would serve as lead and Technical Assistant to help the NACP conduct Key Performance (KP) size estimation. This activity will take place over 20 days period. This service will require the hiring of one international Consultant, Local Technical Assistant and Research Assistant to help the NACP conduct this Key Performance Size estimation. The Individual consultant will be selected based on their qualification.
5	IFB No: MOH/PCU/GF/CQS/003/2022	Revise Case Management TA	This is an activity to conduct revise Case management Treatment Guidelines carried out once every 3 years and in recruitment of a Technical Assistant to facilitate the process and finalize the document. Individual consultant will be selected for a period of 30 days. The Individual consultant will be selected based on their qualification.
6	IFB No: MOH/PCU/GF/CQS/004/2022	Post Distribution Survey TA	This line refers to the hiring of a two individual consultant who will serve as Technical Assistant to help the NACP carry out post distribution survey. This activity will take place over a month period. The Individual consultant will be selected based on their qualification.
7	IFB No: MOH/PCU/GF/CQS/005/2022	TA to support HIS interoperability	This line refers to the hiring of individual consultant who will serve as Technical Assistant to help the NACP carry out interoperability of all HIS Sub-Systems. This activity will take place over a 10 day period. The Individual consultant will be selected based on their qualification.
8	IFB No: MOH/PCU/GF/CQS/006/2022	System Modification	This line refers to the hiring of a firm to modify an existing Enterprise Resource Planning software (NetSuite) used by the Ministry of Health financial management as well as procurement activities. This system was developed by the Ministry of Health and customized to the Ministry of Health requirement with the aid of two leading consultant firms (SuiteA and SuiteB). Based on the recommendation from external Auditors, Global Fund Fiscal Agent, Global Fund LFA and partners, the Ministry is planning to upgrade the system which is geared towards the inclusion of online Aids Expense Reporting, General Ledger Impacting Modification and Completion of the development.



PP Bennett S Norman

MINISTRY OF HEALTH (PROGRAMME COORDINATION UNIT-PCU) -GLOBAL FUND GOVERNMENT PROCUREMENT PLAN EXPLANATORY NOTE
FOR FISCAL YEAR 2022

			modification of GT and ECOBank integration. The two firms mentioned earlier have been working with the Ministry to upgrade and modify the system and hence, the need to have them retained for the current service. They have the knowledge and understands the system structure requirements as well as security implications relating to the Bank and ECOBank). The Ministry would like to source proposals from only these two firms and then select the most responsive to provide the service.
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Prepared by: 

Procurement Director

Approved by: 

Chairman/Procurement Committee

Date: 3/14/22


PP Benedito S. Njuma