



Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref. **PPCC/RL/CEO/0934/19**

November 21, 2019

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

Dear Hon. Howard:

Subject: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (GAVI HSS GRANT)**  
**ADDENDUM 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 Special Project addendum 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 addendum 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 Koslied Dagbe Kowo (Acting)  
**CHIEF EXECUTIVE OFFICER**

MINISTRY OF HEALTH

Source of Funding: (GAVI HSS Grant Budget)  
Fiscal Year: 2019/2020

ITEM NO.		BASIC DATA			IMPLEMENTATION DATES															
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRA WINGS	PREP. OF BID DOCUMENT	PC BID APPROVAL - 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)	ACCEPTANCE & FINAL PAYMENT	GAVI APPROVAL STATUS & COMMENT	
		1	MOH/EP/GAVI/RB/001/19/20	Petroleum Products	G-4661	92786.97 gals	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	11-Nov-19	25-Nov-19	2-Dec-19	9-Dec-19	N/A		30-May-18	30-Jun-18	
PLANNED						\$352,590.50														
ACTUAL																				
PLANNED																				
UPDATE		2	MOH/EP/GAVI/RB/002/19/20	Printing & Binding	C-1811	Assorted	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A		30-May-18	30-Jun-18	
ACTUAL						\$184,125.00														
PLANNED		3	MOH/EP/GAVI/RB/003/19/20	ICT Equipment	G4741	Assorted	RFQ	15-Oct-19	18-Oct-19	25-Oct-19	1-Nov-19	8-Nov-19	22-Nov-19	29-Nov-19	6-Dec-19	N/A		30-May-18	30-Jun-18	
UPDATE						\$10,000.00														
ACTUAL																				
PLANNED		4	MOH/EP/GAVI/RB/003/19/20	Purchase of Motorbikes	G-4520	608Bikes	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A		30-May-18	30-Jun-18	
UPDATE						\$270,000.00														
ACTUAL																				
PLANNED		5	MOH/EP/GAVI/RB/004/19/20	Communication Cards	J-6190	5,400 pcs	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A		30-May-18	30-Jun-18	
UPDATE						\$27,000.00														
ACTUAL																				
PLANNED		6	MOH/EP/GAVI/RB/002/19/20	Stationery Supplies	G-4761	Assorted	RFQ	15-Oct-19	18-Oct-19	25-Oct-19	1-Nov-19	15-Nov-19	29-Nov-19	6-Dec-19	13-Dec-19	N/A		30-May-18	30-Jun-18	
UPDATE						\$10,000.00														
ACTUAL																				
PLANNED		7	MOH/EP/GAVI/RB/005/19/20	Purchase of Warehouse Equipment	G-4752	Assorted	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A		30-May-18	30-Jun-18	
UPDATE						\$19,852.00														
ACTUAL																				
PLANNED		8	MOH/EP/GAVI/RB/006/19/20	Repair & Maintenance (Cold Chain Equipment)	C-3319	Assorted	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	11-Nov-19	25-Nov-19	2-Dec-19	9-Dec-19	N/A		30-May-18	30-Jun-18	
UPDATE						\$40,000.00														
ACTUAL																				
Sub-Total						\$913,567.50														

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ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRA WINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH 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)	ACCEPTANCE & FINAL PAYMENT	GAVI APPROVAL STATUS & COMMENT
PLANNED	9 IFB No MOH/EP/GAV/IRB/007/19/20	Repair & Maintenance (Vehicles)	G-4520/G-4530	Assorted	\$40,000.00	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A	30-May-18	30-Jun-18	
UPDATE																		
ACTUAL																		
PLANNED	10 IFB No MOH/EP/GAV/IRB/008/19/20	Repair & Maintenance (Bikes)	G-4540	Assorted	\$50,000.00	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A	30-May-18	30-Jun-18	
UPDATE																		
ACTUAL																		
PLANNED	11 IFB No MOH/EP/GAV/IRB/009/19/20	Insurance (Bikes)	K-6512	60	\$21,600.00	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	11-Nov-19	25-Nov-19	2-Dec-19	9-Dec-19	N/A	30-May-18	30-Jun-18	
UPDATE																		
ACTUAL																		
PLANNED	12 IFB No MOH/EP/GAV/IRFQ/003/19/20	Repair & Maintenance (tools kit)	G-4752	Assorted	\$1,215.00	RFQ	15-Oct-19	18-Oct-19	25-Oct-19	1-Nov-19	15-Nov-19	29-Nov-19	6-Dec-19	13-Dec-19	N/A	30-May-18	30-Jun-18	
UPDATE																		
ACTUAL																		
PLANNED	13 IFB No MOH/EP/GAV/IRB/011/19/20	Solar System Set & Installation	D-3510	3	\$200,000.00	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A	30-May-18	30-Jun-18	
UPDATE																		
ACTUAL																		
PLANNED	14 IFB No MOH/EP/GAV/IRB/011/19/20	Solar Charge Controller	G-4750	Assorted	\$20,250.00	RB	15-Oct-19	21-Oct-19	28-Oct-19	4-Nov-19	18-Nov-19	2-Dec-19	9-Dec-19	16-Dec-19	N/A	30-May-18	30-Jun-18	
UPDATE																		
ACTUAL																		
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Expanded Program on Immunization (EPI) –GLOBAL ALLIANCE ON VACCINE AND IMMUNIZATION (GAVI) FUND PROCUREMENT PLAN  
EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

A. GF-GOODS PLAN EXPLANATION

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT									
1	IFB No. MOH/EPI/GAVI/RB/001/19/20	Petroleum Products	This line item refers to the procurement of petroleum products to support the EPI central and County level operations. The \$352,590.50 is equivalent to 92,786.97 gallons. The diesel fuel is estimated at \$3.80US per operations.									
2	IFB No. MOH/EPI/GAVI/RB/002/19/20	Printing	This contract package is intended for the printing document such as; Production of Vaccinator Immunization Reference Handbook, amount (\$45,000) Develop/revise, print, disseminate and display relevant guidelines in line with EVM criteria, amount (\$9,125) Production of EPI data tools amount (\$100,000) Revise and Print data tools to Capture Temperature alarms, Vaccines and devices utilization data to calculate wastage rates (30,000) etc. Total amount is (184,125.00). <b>Note:</b> the Ministry of Health Procurement Unit conducts a procurement process by publishing notice of consultancy service where qualified firms are shortlisted. It is based on this back drop that the MOH would use the Restrictive Bidding method for issuance to its pre-qualified firms.									
3	IFB No. MOH/EPI/GAVI/RFQ/003/19/20	ICT Equipment	This line refers to the procurement of ICT equipment for use by the EPI (M/E, Central staff, etc) to enhance administrative functions. These includes items such as; (4)laptops, (1)desktop, (1)printer etc,									
4	IFB No. MOH/EPI/GAVI/RB/003/19/20	Purchase of Motorbikes	This contract package is set to procure motorcycles to be used at some health facilities. district and levels for outreach, supervision and monitoring respectively. (\$4,500X 60 motorcycles=\$270,000U									
5	IFB No. MOH/EPI/GAVI/RB/004/19/20	Communication Cards	In this line, the entity intention is to procure \$27,000.00 USD worth of cards (Jone star cards and orange networks). The card is to be procure at the denomination of \$5.00 USD for both networks. Equal 5,400 pieces									
6	IFB No. MOH/EPI/GAVI/RFQ/002/19/20	Stationeries Supplies	This line refers to the procurement of assorted stationeries for use by the EPI at the central level. The items procure includes items such as; ream of sheet, pens, cartridges, toners, markers, note pads,									
			No.	Item Description	Qty	No.	Item Description	Qty	No.	Item Description	Qty	Item
			1	Paper A4	500 ctn	23	High lighter	2 pcs	45	Drum Unit (iR2016)	2	pc
			2	Steno Pad	10 dozn	24	Pencil	7 pks	46	Anti-Virus (Kaspersky)	8	pc


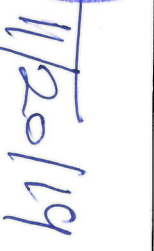

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Expanded Program on Immunization (EPI) –GLOBAL ALLIANCE ON VACCINE AND IMMUNIZATION (GAVI) FUND PROCUREMENT PLAN  
 EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

7	IFB No. MOH/EPI/GA VI/RB/005/19/20	Purchase of Warehouse Equipment	This line refers to the Procurement of Warehouse Equipment for use by EPI warehouses in all facilities. (La Cold Suit, Pallets etc.)	5	Manila Folder (L/s & M/s)	20 pks	27	Staple Remover	4 dozn	49	Extension Cord	5 pc
				6	Ledge Book	5 dozn	28	Calculator	4 pcs	50	Cartridge (35A)	2 se
				7	Brown Envelope	10 pks	29	Yellow Pad	4dozn	51	Cartridge (05A)	3 se
				8	Plan Envelope	5 dozn	30	Plastic Ruler	7 pcs	52	Toner (CE-320, 321, 322 &323)	3 se
				9	Staple Machine	10dozn	31	Desk Tray	3sets	53	Cartridge (53A)	2 se
				10	Staple Pin	15 dozn	32	Surge Protector	5 pcs	54	Box File (Legal)	4 do
				11	Correction Fluid	8 dozn	33	UPS	4 pcs	55	White Envelope	5 pk
				12	Puncher	3 pcs	34	Scissor	4 pcs	56	Cartridge (80A)	3 se
				13	Hanging Folder	10 boxes	35	Legal Paper	10 ctns	57	Cartridge (12A)	3 se
				14	Stick-on-Pad	37dozn	36	Writing Pad	25 dozn	58	Cartridge (Canon Image 2520)	10 se
				15	Thumb Pin	2 pcs	37	Paper Clip L/S	105 pks	59	Cartridge (05A)	2 se
				16	Received date Stamp	10 pcs	38	High Lighter	10 pcs	60	Cartridge (128A)	3 se
				17	Desk Organizer	20pcs	39	Desk Organizer	20 pcs	61	Cartridge (21/22 Color)	4 se


7	IFB No. MOH/EPI/GA VI/RB/005/19/20	Purchase of Warehouse Equipment	This line refers to the Procurement of Warehouse Equipment for use by EPI warehouses in all facilities. (La Cold Suit, Pallets etc.)
8	IFB No. MOH/EPI/GA VI/RB/006/19/20	Repair & Maintenance (Cold Chain Equipment)	This line refers to the repair and maintenance of cold chain equipment belonging to the EPI but located thro the country.

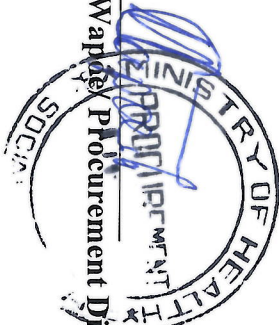








Expanded Program on Immunization (EPI) –GLOBAL ALLIANCE ON VACCINE AND IMMUNIZATION (GAVI) FUND PROCUREMENT PLAN  
EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

9	IFB No. MOH/EPI/GAVI/RB/007/19/20	Repair & Maintenance (Vehicles)	This line refers to the repair and maintenance of motor vehicles belongs to the EPI. The service will be outs to garages and then they sent their bill to procurement for onward process. Other may require spare parts a:
10	IFB No. MOH/EPI/GAVI/RB/008/19/20	Repair & Maintenance (Bikes)	This line refers to the repair and maintenance of motor bikes belongs to the EPI. Other may require spare p be purchase and sent to rural parts of the country as well. These will include parts such as; (Brake Shoe, Oil Sporkrt, Clutch, plugs, tires, gear oil; etc
11	IFB No. MOH/EPI/GAVI/RB/009/19/20	Insurance (Bikes)	This line refers to the insurance of the entire current bike fleet under the EPI. About 0.8 per cent of the purc cost is intended to be used as the cost for the insurance coverage 60 bikes (270,000x8%=21600)
12	IFB No. MOH/EPI/GAVI/RFO/003/19/20	Repair & Maintenance (tools Kit)	This line refers to the provision of basic repair/maintenance tools kit require for technicians to perform task levels.
13	IFB No. MOH/EPI/GAVI/RB/010/19/20	Solar System Set & Installation	This line refers to the procurement of three (3) solar panel set that will be supply, deliver, installed and com in the south eastern countries depots (Maryland, Grand Kru and Grand Gedeh RVS). This system is intende have a 24 hour energy flow to the vaccine cold store.
14	IFB No. MOH/EPI/GAVI/RB/011/19/20	Solar Charge Controller	This line refers to the Procurement of solar charge controller to replace faulty one at health facility with sun refrigerator.


Prepared by:   
Jacob L. N. Wapae, Procurement Director

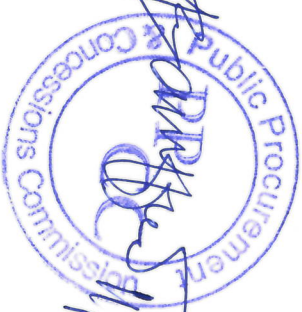


Approved by:   
Hon. Norwu G. Howard  
Chairman Proc. Committee



Date: 08/11

  
11/20/19



  
08/11

