



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/124/'22**

February 25, 2022

Hon. Norwu G. Howard

DEPUTY MINISTER FOR ADMINISTRATION

Ministry of Health
Republic of Liberia

Dear Hon. Howard:

Subject: **RECEIPT AND APPROVAL OF THE MOH, GLOBAL FUND SPECIAL PROJECT EMERGENCY PROCUREMENT PLAN FOR THE PROGRAM COORDINATION UNIT (PCU)**

We present our compliments and acknowledge receipt of communication, which sought the Commission's approval for the Ministry of Health, Global Fund Special Project Emergency Procurement Plan to use the Restricted Bidding Method with a reduction in lead time for the Program Coordination Unit at the Ministry of Health under the sponsorship of the Global Fund HIV, TB, and Malaria grant for the 2022 Fiscal Year.

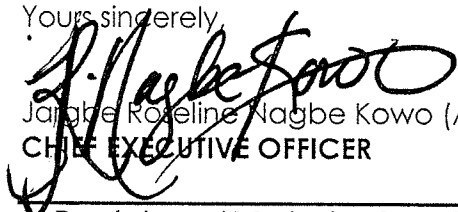
The Commission, upon overall review of your communication, accompanying documents and relying on your clarifications and assurances, approves the Ministry of Health of Special Project Procurement Plan to use the Restricted Bidding Method with a reduction lead as duly specified in your based upon your request, in accordance with **Section 40 (3)** of the PPCA, 2010, duly noting the indicative amount of **\$US164,299.25** (one hundred sixty four two hundred ninety nine United States dollars and twenty five cents).

The Commission informs the Ministry of Health that its Special Project Procurement Plan will be duly forwarded to the Ministry of Finance and Development and Planning, and that the MFDP will process allotments in keeping with the approved Procurement Plan. Additionally, the Ministry of Health is reminded that **all contracts which cumulative annual value exceeds the threshold of US\$250,000 must be signed by the Minister responsible for Finance.**

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 and **Value for Money** and ultimately public confidence in our public procurement and concessions processes.

Kind regards.

Yours sincerely,


Jangbe Rodeline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF HEALTH

EMERGENCY PROCUREMENT PLAN (GLOBAL FUND PCU 20-22)

Fiscal Year January 1, 2022- March 30, 2022

Fiscal Year: January 1, 2022 - March 30, 2022																						
ITEM NO.		PACKAGE NUMBER (CODE)		CONTRACT PACKAGE		BUSINESS ACTIVITY CODE		QTY	ESTIMATED COST (USD)	PROCURE METHOD	TECHNICAL SPECIFICATION	PREP. OF BID DOCUMENT	PC APPROVAL	BID INVITATION & REFERENCE OF BID	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL, BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION & COMPLETION	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No. MOH/PCU/GF/RB/001/2022	Petroleum Product	G-4661	9,741.55	\$	40,914.50	RB		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	2	IFB No. MOH/PCU/GF/RB/002/2022	Rep. & Maintenance Vehicle	G-4520	1 Firm	\$	40,166.00	RB		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	3	IFB No. MOH/PCU/GF/RB/001/2022	Stationery	G-4761	Assorted	\$	8,421.75	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	4	IFB No. MOH/PCU/GF/RB/002/2022	Renovation of the PCU Office	F-4100	1 Firm	\$	9,168.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	5	IFB No. MOH/PCU/GF/RB/003/2022	Furniture	G-4759	1 Firm	\$	4,150.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	6	IFB No. MOH/PCU/GF/RB/004/2022	Communication Cards	J-4190	Assorted	\$	9,330.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	7	IFB No. MOH/PCU/GF/RB/005/2022	Internet Support	J-4130	Assorted	\$	8,437.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	8	IFB No. MOH/PCU/GF/RB/003/2022	Event Catering	L-5021	5 firms	\$	24,010.00	RB		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	9	IFB No. MOH/PCU/GF/RB/006/2022	Hall Rental	L-4810	5 firms	\$	5,100.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	10	IFB No. MOH/PCU/GF/RB/007/2022	ICT Equipment	G-4741	1 firm	\$	7,200.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	11	IFB No. MOH/PCU/GF/RB/008/2022	Printing	C-1111	1 firm	\$	8,400.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
PLANNED	12	IFB No. MOH/PCU/GF/RB/009/2022	Airing & lights	J-4010 / J-5113	1 firm	\$	3,300.00	RFQ		7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	25-Feb-22	25-Mar-22	28-Mar-22	29-Mar-22	30-Mar-22	1-Apr-22	3-Apr-22	5-Apr-22	
UPDATE																						
ACTUAL																						
Grand Total							164,209.25															

Signed:

Jacob L.N Wapoe/Procurement Director

Date: 02/29/2022

Approved:

Deputy Minister for Administration/Chairperson Procurement Committee

Date: 02/25/22

MINISTRY OF HEALTH PROGRAM COORDINATING UNIT (PCU)-GLOBAL FUND EMERGENCY PROCUREMENT PLAN EXPLANATORY
NOTE FOR JANUARY 1-MARCH 2022

A. PCU - PLAN EXPLANATION

PROCUREMENT CONTRACT PACKAGE CONTENT																																																						
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE																																																				
1	IFB.No. MOH/PCU/GF/RB/001/2022	Petroleum Product (Diesel and gasoline)	This line item refers to the procurement of petroleum products to support the five (5) programs: NLTCP, NMCP, Blood Safety and PCU) of the Ministry of health. The products will be procured using the current market rate at \$ per gallon, which amounts to 8,385.714 gallons . This procurement is intended to provide operational support programs to ensure critical program activities are not stalled pending when the 2022 procurement plan is a Shortage of petroleum product currently at the Ministry of Health (MOH) and its programs is hampering the operation of the Global Fund supported grant activities. The MOH is seeking the Commission's no objection Restrictive Bidding but have the lead time reduce from 28 days to 7 days where the RB document will be issue Known Suppliers with at least 5 service stations within Monrovia.																																																			
2	IFB. No. MOH/PCU/GF/RB/002/2022	Rep. & Maintenance Vehicle	This line refers to the repair and maintenance of vehicles belonging to the above-mentioned Programs The (1) NMCP, NACP, Blood Safety, Program Coordination Unit-PCU). Fifteen (15) of the Global Fund vehicles 1 operational and activities that are critical to the smooth running of the programs will be repaired. Owing to the state of all programs vehicles been down and operation on a stand still, the Ministry is seeking the Commission's objection to use Restrictive bidding with a reduce lead-time from 28 days to 7 days where the RB documents will be to at least five firms.																																																			
3	IFB.No. MOH/PCU/GF/RFO/001/2022	Stationeries and Office Supplies	<div>This package is intended to Purchase the below listed items for the above-mentioned Offices.</div> <table><tr><th>No.</th><th>Item Description</th><th>Qty</th><th>No.</th><th>Item Description</th><th>Qty</th></tr><tr><td>1</td><td>Paper A4</td><td>1 ctn</td><td>12</td><td>High lighter</td><td>1 pc</td><td>23</td><td>Drum Unit (iR2016)</td><td>1 pc</td></tr><tr><td>2</td><td>Steno Pad</td><td>1 dozn</td><td>13</td><td>Pencil</td><td>1 pk</td><td>24</td><td>Anti-Virus (kaspersky)</td><td>1 pc</td></tr><tr><td>3</td><td>Ball Pen (Assorted)</td><td>1 pks</td><td>14</td><td>Glue</td><td>1 doz</td><td>25</td><td>Flash Drive (4GB)</td><td>1 pc</td></tr><tr><td>4</td><td>Box File</td><td>1 dozn</td><td>15</td><td>Retype Solvent</td><td>3 doz</td><td>26</td><td>Wall Adaptor</td><td>5 pc</td></tr><tr><td>5</td><td>Manila Folder (L/s & M/s)</td><td>1 pks</td><td>16</td><td>Staple Remover</td><td>1 doz</td><td>27</td><td>Extension Cord</td><td>1 pc</td></tr></table>	No.	Item Description	Qty	No.	Item Description	Qty	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
No.	Item Description	Qty	No.	Item Description	Qty																																																	
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																																														



Feb 25, 2022

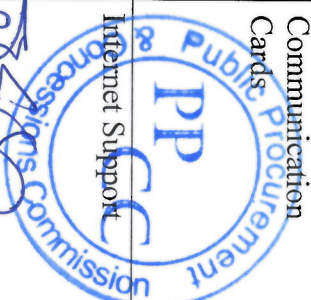
PPCC
Feb 25, 2022

MINISTRY OF HEALTH PROGRAM COORDINATING UNIT (PCU)-GLOBAL FUND EMERGENCY PROCUREMENT PLAN EXPLANATORY
NOTE FOR JANUARY 1-MARCH 2022

6	Ledge Book	1 doz	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 doz	19	Plastic Ruler	1 pc	30	Toner (CE-320, 321, 322 &323)	1 set
9	Staple Machine	10dozn	20	Desk Tray	1 set	31	Cartridge (53A)	2 set
10	Staple Pin	1 doz	21	Surge Protector	1 pc	32	Box File (Legal)	1 doz
11	Correction Fluid	1 doz	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 program enhance their administrative function.

4	IFB No. MOH/PCU/GF /RFQ/ 002/ 2022	Renovation of PCU Office	This line refers to the renovation of the Program Coordinating Unit new Office located on the second floor of the Ministry of Health. This office was previously used by the Clinton Health Access Initiative. The renovation required are; painting of doors and locks, installation of sheer curtain binds etc. The renovation of the office would provide a working environment to the Program Manager and program Officers of the Global Fund for smooth implementation of Global fund work.
5	IFB No. MOH/PCU/GF /RFQ/003/2022	Furniture	This line refers to the procurement of workstation, Air conditioner and Television as part of the renovation of the office. awarded.
6	IFB No. MOH/PCU/GF /RFQ/004/2022	Communication Cards	The MOH plans to procure \$9,300.00 USD worth of cards (lone star cards and orange cards networks). The cards were procured at the denomination of \$5.00 USD for both networks. The total numbers of cards to be received is about 1000 pieces and to be divided into two equal halves for lone star and orange. The Ministry is seeking the commission's objection to directly contract the two networks (Lonestar MTN and Orange Liberia) providers since they are the original producers of the communication cards
7	IFB No. MOH/PCU/GF /RFQ/005/2022	Internet Support	This line refers to the renewal of subscription of internet services from the two service providers: Lone Star MTN and Orange Liberia. The programs already have internet modems and intends to renew the services for internet connection. The Ministry is seeking the commission's no objection to directly contract the two networks (Lonestar MTN and Orange Liberia) providers since they are the original producers of the communication cards



Feb. 25/2022

Approved
Feb 25 2022

**MINISTRY OF HEALTH PROGRAM COORDINATING UNIT (PCU)-GLOBAL FUND EMERGENCY PROCUREMENT PLAN EXPLANATORY
NOTE FOR JANUARY 1-MARCH 2022**

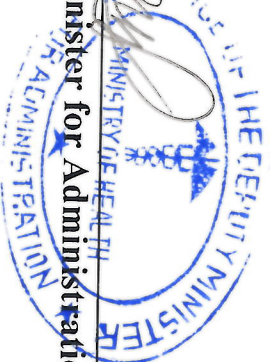
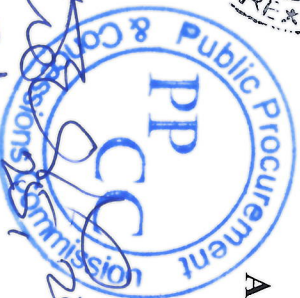
8	IFB No. MOH/PCU/GF/RB/003/2022	Event Catering	This line refers to the hiring of caterers to provide catering services for the conduct of training and workshop catering will take places at different time and location in Montserrat. The MOH is seeking the Commission's no c to use Restrictive Bidding but have the lead time reduce from 28 days to 7 days where the RB document will be i at least 5 firms.
9	IFB No. MOH/PCU/GF/RFQ/006/2022	Hall Rental	This line refers to the hiring of facilities with hall that can host between 50 to 100 participants. The services are r the conduct of trainings and workshops. These halls will be located across Montserrat.
10	IFB No. MOH/PCU/GF/RFQ/007/2022	ICT Equipment	This line is intended for the procurement of One Laptop for the Policy and Planning Department. the laptop is int for the staff of the department to enhance their administrative functions.
11	IFB No. MOH/PCU/GF/RFQ/008/2022	Printing	This line refers to the printing of policy document that will be agreed and documentation after the Policy and Pla works and Meeting across the country. The policy adopted will be printed and distributed to all of the counties ar decision makers.
12	IFB No. MOH/PCU/GF/RFQ/009/2022	Airing & Jingles	This line refers to the placement of jingles on selected Community based and Radio Stations with wider reach. T] messages will be developed and disseminated to stations with the capacity to reach at least all of the counties and to community-based stations that will carry massages in the Local dialects.

Signed: _____
Procurement Director

Date: 02/23/2022

Approved: _____

Deputy Minister for Administration/Chairperson Procurement Committee



[Handwritten signature]
02/23/2022