

Republic of Liberia  
**Ministry of Health**  
**MARGIBI COUNTY HEALTH TEAM**  
Kakata City, Margibi County



June 1, 2023

Mr. Stevenson S. Yond  
**Officer In Charge**  
Public Procurement & Concessions Commission  
Capitol Hill,  
Monrovia, Liberia

Subject: **Submission of Marshall Health Center FY 2023 Procurement Plan.**

Dear Mr. Yond :

We are pleased to present our compliments and to submit the **Marshall Health Center** Procurement Plan for your approval for FY 2023. This is a plan submitted to your honorable office for the smooth operations of the **Marshall Health Center 2023** budget. The plan is to support the health care delivery system in major priority areas such as Health Service Provision, Health Facilities, Administration, financial management, EPI Monitoring & Evaluation Etc.

The attached plans are consistent with the Amended Public Procurement & Concessions Act of 2010, Part-IV, Section 40(3),

*“ After review and any modification done by the Marshall Health Center Procurement Committee, the Entity shall send a copy of the new plan to your Commission for approval”.*

Procurement process in the County will shortly commence if the plan is accepted and endorsed by the Commission.

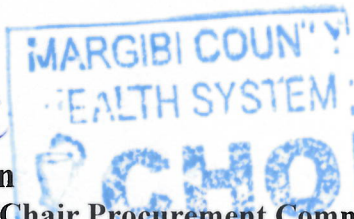
**Marshall Health Center** also wants to inform you that your timely approval of this plan is highly needed in order to fast track the provision of quality health care services.

Attached is documentary evidence of budgets to authenticate the availability of funds from GOL allotment.

We look forward to a speedy response to enhance operational needs.

Best regards,

**Dr. Siana T. Jackson**  
County Health Officer/Chair Procurement Committee  
Margibi County Health System



Received:  
Theophilus Kollie  
June 1, 2023  
Time: 1:06 pm  
0770175837



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/109/'23

June 8, 2023

Dr. Siana T. Jackson  
County Health Officer/Chair Procurement Committee  
Ministry of Health  
Margibi County Health Team  
Republic of Liberia

Dear Dr. Jackson:

Subject: RECEIPT AND APPROVAL OF THE MOH, MARSHALL CENTER, MARGIBI COUNTY HEALTH TEAM CORE BUDGET PROCUREMENT PLAN FOR FISCAL YEAR 2023.

We present our compliments and acknowledged receipt of your communication, which sought the Commission's approval for the Ministry of Health, Marshall Center, Margibi County Health Team Core Budget Procurement Plan for the Fiscal Year 2023.


The Commission, upon overall review of your communication, accompanying documents and relying on your clarifications and assurances, approves the Ministry of Health, Marshall Center, Margibi County Health Team Core Budget Procurement Plan in accordance with Section 40 (3) of the PPCA, 2010.

The Commission informs the Ministry of Health, Marshall Center, Margibi County Health Team that its 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,

  
Stevenson S. Yond  
OFFICER-IN-CHARGE



Ministry of Health  
MARSHALL HEALTH CENTER SBA BUDGET PROCUREMENT PLAN  
Source of Funding: GOL



Annual budget Period: January 1 TO DECEMBER 31, 2023

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	BASIC DATA				IMPLEMENTATION DATES												
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID 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
1	IFB NO. MOH/MACHIT/GOL/RFO/001/2023	Petroleum Product (Diesel, Gas & Lub)	G-4661	1107 @5.50	\$6,090.00	RFO	16-Jun-23	23-Jun-23	30-Jun-23	7-Jul-23	30-Jul-23	6-Aug-23	13-Aug-23	27-Aug-23	N/A	17-Sep-23	20-Dec-23
UPDATE																	
ACTUAL																	
Total					\$6,090.00												

Prepared by:   
Mr. Gehmue P. Doupah  
Procurement Officer

Signed by:   
Mr. Lansana Kromah  
County Health Services Administrator/Procurement Committee Co-Chair

Approved by:   
Mrs. Dorothy M. Padmore  
OIC Marshall Health Center

Attested by:   
Dr. Siana J. Jackson  
County Health Officer/Procurement Committee Chair

Date: 11






MARSHALL HEALTH CENTER PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year: 2023

SBA BUDGET

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1.	IFB/MOH/CHRH/SBA/RFQ/001/2023	Petroleum Product (Diesel, Gas & Lubricants)	This line item refers to the acquisition of Petroleum product and Lubricant for Marshall Health Center vehicles and generators. US\$6,090.00 will be apportioned the procurement of petroleum product (1107.27 gallons) semiannually @ (5.50 p gallons).

Prepared by: 

Mr. Gehmue P. Doupah

Procurement officer

Signed by: 

Mr. Lansana M. Kromah

Co-Chair/Proc. Committee

Approved by: 

Mrs. Dorothy M. Padmore

OIC Marshall Health Center

Approved by: 

Dr. Siana T. Jackson

Chairman Proc. Committee

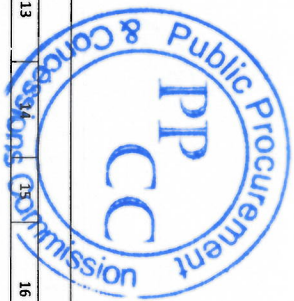
Date: 5/31/2023







Ministry of Health  
MARSHALL HEALTH CENTER CORE BUDGET PROCUREMENT PLAN  
Source of Funding: GOL



Annual budget Period: January 1 TO DECEMBER 31, 2023

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID 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	
PLANNED UPDATE ACTUAL	1	IFB NO.MOH/MaCHT/SBA/RFO/001/2023	Essential Drugs & Medical Supplies	C-4772	Assorted	\$1,400.00	RFQ	16-Jun-23	23-Jun-23	30-Jun-23	7-Jul-23	30-Jul-23	6-Aug-23	13-Aug-23	27-Aug-23	N/A	17-Sep-23	20-Dec-23
PLANNED UPDATE ACTUAL	2	IFB NO.MOH/MaCHT/GOL/RFO/002/2023	Rep. & Maintenance (Generator)	C-3314	Assorted	\$700.00	RFQ	15-Jun-23	22-Jun-23	29-Jun-23	6-Jul-23	20-Jul-23	27-Jul-23	3-Aug-23	17-Aug-23	N/A	7-Sep-23	20-Dec-23
PLANNED UPDATE ACTUAL	3	IFB NO.MOH/MaCHT/GOL/RFO/003/2023	Rep. & Maintenance - Motorbikes	G-4540	Assorted	\$300.00	RFQ	15-Jun-23	22-Jun-23	29-Jun-23	6-Jul-23	27-Jul-23	3-Aug-23	10-Aug-23	24-Aug-23	N/A	31-Aug-23	30-Dec-23
PLANNED UPDATE ACTUAL	4	IFB NO.MOH/MaCHT/SBA/RFO/004/2023	Repair & Maintenance (Civil)	G-4390	1 facility	\$4,000.00	RFQ	15-Jun-23	22-Jun-23	29-Jun-23	6-Jul-23	20-Jul-23	27-Jul-23	3-Aug-23	17-Aug-23	N/A	7-Sep-23	20-Dec-23
PLANNED UPDATE ACTUAL	5	IFB NO.MOH/MaCHT/GOL/RFO/005/2023	Cleaning Materials & Services	G-4773	Assorted	\$3,000.00	RFQ	16-Jun-23	23-Jun-23	30-Jun-23	7-Jul-23	21-Jul-23	28-Jul-23	4-Aug-23	18-Aug-23	N/A	8-Sep-23	30-Dec-23
PLANNED UPDATE ACTUAL	6	IFB NO.MOH/MaCHT/GOL/RFO/006/2023	Computer sup. & ICT Equipment & services	G-4651	Assorted	\$850.00	RFQ	16-Jun-23	23-Jun-23	30-Jun-23	7-Jul-23	28-Jul-23	4-Aug-23	11-Aug-23	25-Aug-23	N/A	1-Sep-23	20-Dec-23
PLANNED UPDATE ACTUAL	7	IFB NO.MOH/MaCHT/GOL/RFO/007/2023	Communication (Scratch Cards)	J-6190 3000 PCS @1.00	\$800.00	RFQ	19-Jun-23	26-Jun-23	3-Jul-23	10-Jul-23	31-Jul-23	7-Aug-23	14-Aug-23	28-Aug-23	N/A	4-Sep-23	20-Dec-23	
PLANNED UPDATE ACTUAL	8	IFB NO.MOH/MaCHT/GOL/RFO/008/2023	Rep. & Maintenance (Vehicles)	G-4520	Assorted	\$2,000.00	RFQ	19-Jun-23	26-Jun-23	3-Jul-23	10-Jul-23	24-Jul-23	31-Jul-23	7-Aug-23	21-Aug-23	N/A	11-Sep-23	30-Dec-23
PLANNED UPDATE ACTUAL	9	IFB NO.MOH/MaCHT/GOL/RFO/009/2023	Stationary and Office Supplies	G-4761	Assorted	\$2,000.00	RFQ	19-Jun-23	26-Jun-23	3-Jul-23	10-Jul-23	31-Jul-23	7-Aug-23	14-Aug-23	28-Aug-23	N/A	4-Sep-23	20-Dec-23
PLANNED UPDATE ACTUAL	10	IFB NO.MOH/MaCHT/GOL/RFO/010/2023	Furniture & Fixture	G-4759	Assorted	\$1,000.00	RFQ	19-Jun-23	26-Jun-23	3-Jul-23	10-Jul-23	31-Jul-23	7-Aug-23	14-Aug-23	28-Aug-23	N/A	4-Sep-23	20-Dec-23
T total					\$16,050.00													

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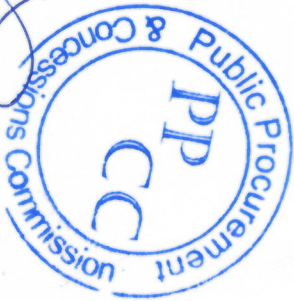
Prepared by: [Signature]  
Mr. Gehmue P. Doupah  
Procurement Officer

Signed by: [Signature]  
Mr. Lansana Kromah  
County Health Services Administrator/Procurement Committee Co-Chair

Approved by: [Signature]  
Mrs. Dorothy M. Padmore  
OIC Marshall Health Center

Attested by: [Signature]  
Dr. Stana T. Jackson  
County Health Officer/Procurement Committee Chair

Date: Ju



[Signature]  
6/7/23



[Signature]  
June 8, 2023

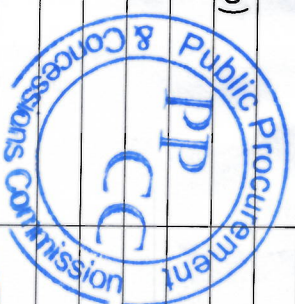
MARSHALL HEALTH CENTER PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year: 2023

CORE BUDGET

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT																																																
1	IFB NO.MOH/CHRH/GOL/RFQ/001/2 023	Essential Drugs & Medical Supplies	This line item refers to the procurement of essential medical drugs, and medical supplies such as (Halothane, Diclofenac, Chlorpheniramine, Atropine, etc. and Laboratory Supplies,) Marshall Health Center.																																																
2.	IFB NO.MOH/CHRH/GOL/RFQ/002/2 023	Repair & Maintenance (Generator)	This line item is intended for the acquisition of assorted generators spare parts for Marshall Health Center generators through outsourcing the services from Auto shops to supply generators spare part the Marshall Health Center.																																																
3.	IFB NO.MOH/CHRH/GOL/RFQ/003/2 023	Rep. & Maintenance - Motorbikes	This line item is intended for the acquisition of assorted motor bikes spare parts for Marshall Health Center bikes through outsourcing the services from Auto shops to supply bikes spare parts in the Health Center warehouse.																																																
4.	IFB NO.MOH/CHRH/GOL/RFQ/004/2 023	Repair & Maintenance (Civil)	US\$4,000.00 is taken from the budget line "Rep. & Maintenance (Civil)" intended for general renovation on the entire inside and outside parts of the Health Center.																																																
5.	IFB NO.MOH/CHRH/GOL/RFQ/005/2 023	Cleaning Materials	<table><tr><th colspan="4">This package is intended to purchase the below listed items for cleaning of the Health Center;</th></tr><tr><th>No.</th><th>Items Description</th><th>Quantity</th><th>Unit of Measure</th></tr><tr><td>1</td><td>Hard broom</td><td>2</td><td>dozens</td></tr><tr><td>2</td><td>Canfor boil (Blue Diamond 300ml)</td><td>5</td><td>packs</td></tr><tr><td>3</td><td>Air freshener (48cans)300ml</td><td>2</td><td>cartons</td></tr><tr><td>4</td><td>Hand towel m/s</td><td>3</td><td>dozens</td></tr><tr><td>5</td><td>Laundry soap (60pcs) Blanco</td><td>2</td><td>cartons</td></tr><tr><td>6</td><td>Bath soap (medicare)</td><td>2</td><td>cartons</td></tr><tr><td>7</td><td>Powder soap klilm</td><td>10</td><td>cartons</td></tr><tr><td>8</td><td>Tissue (Kumba)</td><td>5</td><td>sacks</td></tr><tr><td>9</td><td>Delta (Super Guard 500ml)</td><td>1</td><td>carton</td></tr><tr><td>10</td><td>Clora m/s (24pcs) 1 pint</td><td>2</td><td>cartons</td></tr></table>	This package is intended to purchase the below listed items for cleaning of the Health Center;				No.	Items Description	Quantity	Unit of Measure	1	Hard broom	2	dozens	2	Canfor boil (Blue Diamond 300ml)	5	packs	3	Air freshener (48cans)300ml	2	cartons	4	Hand towel m/s	3	dozens	5	Laundry soap (60pcs) Blanco	2	cartons	6	Bath soap (medicare)	2	cartons	7	Powder soap klilm	10	cartons	8	Tissue (Kumba)	5	sacks	9	Delta (Super Guard 500ml)	1	carton	10	Clora m/s (24pcs) 1 pint	2	cartons
This package is intended to purchase the below listed items for cleaning of the Health Center;																																																			
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10	Clora m/s (24pcs) 1 pint	2	cartons																																																



01/7/23



Spand 8, 2023



# MARSHALL HEALTH CENTER PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year: 2023

11	Garbage bag size #18	2	packs
12	Floor Mob (haating)	1	dozen
13	Soft broom	1	dozen
14	Spry gone (cobra) 400ml	1	carton
15	Mob Bucket set m/s	1	set
17	Trash basket m/s	5	pieces
18	Lealer glove	3	sets
19	hand washing liquid soap (savonet)	1	carton
20	commode Brush	2	sets
21	Water Bucket M/S	2	pieces
22	Water Barrow L/S	1	piece

US\$3,000.00 will be used from the budget line “cleaning materials” to procure detergents and other household supplies for the proper maintenance of the Marshall Health Center compound.

US\$850.00 is taken from the budget line “Computer sup. & ICT Equipment & services” Meant the purchase of a Laptop computer for the Marshall Health Center.

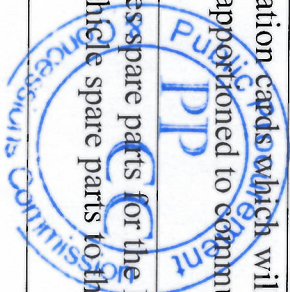
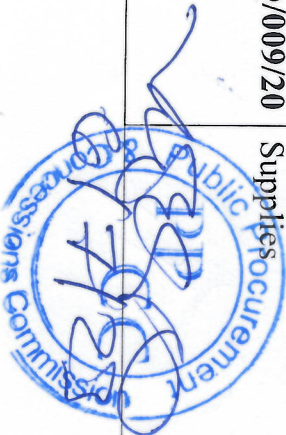
This contract package refers to the Purchase of Telecommunication cards which will be used for administrative function and Internet Subscription. US\$800.00 apportioned to communication cards estimated at (800) pieces @ 1.00 USD per card.

This line item is intended for the acquisition of assorted vehicle spare parts for the Health Center v through outsourcing the services from Auto shops to supply vehicle spare parts to the Health Center compound.

This package is intended to Purchase the below listed items:

No.	Item Description	Qty	No	Item Description	Qty
1	Paper A4	20 ctns	17	Legal Paper	2 ctns
2	Ball Pen (Assorted)	2 pks	18	Cartridge (728)	10 pcs


6.	IFB NO.MOH/CHRH/GOL/RFQ/006/2 023	Computer sup. & ICT Equipment & services
7.	IFB NO.MOH/CHRH/GOL/RFQ/007/2 023	Communication Cards
8.	IFB NO.MOH/CHRH/SBA/RFQ/008/20 23	Repair & Maintenance (Vehicles)
9.	IFB NO.MOH/CHRH/SBA/RFQ/009/20 23	Stationery & Office Supplies



*Handwritten signature:*   
*Handwritten date:* 2023



MARSHALL HEALTH CENTER PROCUREMENT PLAN EXPLANATORY NOTES Fiscal Year: 2023

10.	IFB NO.MOH/CHRH/GOL/RFQ/010/2023		Furniture & Fixture	3	Box File (A4)	1 doz	19	Cartridge refill ink m/s	10 btl
				4	Manila Folder (A4 size)	1 pk	20		
				5	Ledger L/S (psi manuscript book)	1 doz	21		
				6	Staple Machine	4 pcs	22		
				7	Staple Pin	1 doz	23		
				8	Correction Fluid	2 doz	24		
				9	Thinner	1 pk	25		
				10	Pen Drive (16GB)	2 pcs	26		
				11	Glue	1 boxes	27		
				12	Staple Remover	2 pcs	28		
				13	Calculator 12 digits	4 pcs	29		
				14	Plastic Ruler	5 pcs	30		
				15	Stamp pad ink	1 box	31		
				16	Permanent Maker (merit)	10 pks	32		
				US\$2,000.00 is the accumulated stationery supplies from the budget line "Stationery" to be used by departments, units, and divisions etc. of the Health Center.					

US\$1,000.00 is taken from the budget line "Furniture & Fixture" gear toward the purchase of assor Office Supplies of the Health Center's inpatient feeding or staffs motivation for fiscal year 2023.					
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Prepared by: 

Mr. Gehmue P. Doupah

Procurement officer

Signed by: 

Mr. Lansana M. Kromah

Co-Chair/Proc. Committee

Approved by: 

Mrs. Dorothy M. Padmore

OIC Marshall Health Center

Approved by: 

Dr. Siana T. Jackson

Chairman Proc. Committee

Date: May 31, 2023





