



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/0474/'19

August 29, 2019

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

Dear Hon. Howard:

Subject: **RECEIPT AND APPROVAL OF NATIONAL LEPROSY AND TB CONTROL PROGRAM SPECIAL PROJECT (GLOBAL FUND) 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 Procurement Plan (*Goods and Services*) for Fiscal Year 2019/2020 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs the Ministry of Health that its project 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 Roseline Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

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

## PROCUREMENT PLAN (For NLTCP)

Fiscal year: JULY 1, 2019 TO JUNE 30, 2020

167,614.00

Jacod, L.N. Wapoe/Proc. Director

Hon. Norwu G. Howard, Deputy Minister for Administration/Chairman Proc. Cmte

Hon. Norwu G. Howard, Deputy Minister for Administration/Chairman Proc. Cmte

Date:

24/02/2019



THE NATIONAL TB & LEPROSY CONTROL PROGRAM -GLOBAL FUND PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

A. NLTCP-GOODS PLAN EXPLANATION

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT																																				
1	IFB. No. MOH/NL.TCP/GF/RB/001/2019/2020	Petroleum Product (Diesel and Gasoline)	This line item refers to the procurement of petroleum products support to the Global Fund TB & Leprosy Control Program activities. Part of the fuel will be given to different teams (Senior Management, Trainers and general staff) for the use of their vehicles. The rest of the fuel will be procured @ a rate of 3.80 given you 9,769.73 gallons. \$37,125.00 worth of diesel will be procured @ a rate of 3.80 given you 9,769.73 gallons.																																				
2	IFB No. MOH/NL.TCP/GF/RB/002/2019/2020	Printing	This contract package is intended for the printing of Assorted materials for the National TB/Leprosy Control Program (NL.TCP). These materials are items such as; IEBC Materials, World TB day printing materials, Job Aids cards etc, <b>Note:</b> the Ministry of Health Procurement Unit conducts a procurement process by publishing notice for consultancy service where qualified firms are shortlisted. It is based on this back drop that the MOH would like to use the Restrictive Bidding method for issuance to its pre-qualified firms. Beside the cost of the printing is small for cost of a national competitive process.																																				
3	IFB NO. MOH/NL.TCP/GF/NCB/001/2019/2020	Stationeries	This package is intended to Purchase the below listed items: <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>6</td><td>High lighter</td><td>1 doz</td></tr><tr><td>2</td><td>Steno Pad</td><td>1 doz</td><td>7</td><td>Pencil</td><td>1 pk</td></tr><tr><td>3</td><td>Ball Pen (Assorted)</td><td>1 pks</td><td>8</td><td>Glue</td><td>1 doz</td></tr><tr><td>4</td><td>Box File</td><td>1 doz</td><td>9</td><td>Retype Solvent</td><td>3 doz</td></tr><tr><td>5</td><td>Manila Folder (L/s &amp; M/s)</td><td>1 pks</td><td>10</td><td>Staple Remover</td><td>1 doz</td></tr></table>	No.	Item Description	Qty	No.	Item Description	Qty	1	Paper A4	1 ctn	6	High lighter	1 doz	2	Steno Pad	1 doz	7	Pencil	1 pk	3	Ball Pen (Assorted)	1 pks	8	Glue	1 doz	4	Box File	1 doz	9	Retype Solvent	3 doz	5	Manila Folder (L/s & M/s)	1 pks	10	Staple Remover	1 doz
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4	IFB NO.MOH/NL.TCP/GF/RB/003/2019/2020	Communication Cards	In this line, the entity intention is to procure \$12,000 USD worth of cards (one star cards and orange cards network cards). The card is to be procured at the denomination of \$5.00 USD for both network and orange cards. The cards will be used for the purpose of the project.																																				

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Public Procurement  
Commission  
August 2020

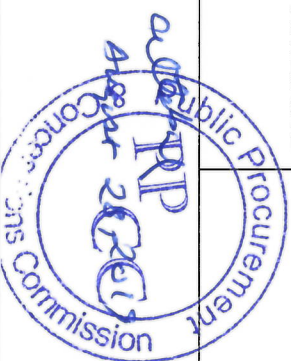
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Commission  
August 2020



# THE NATIONAL TB & LEPROSY CONTROL PROGRAM -GLOBAL FUND PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

	020		administrative and internet modem recharge purposes.
5	IFB NO.MOH/NLTCP/GF/RFQ/001/2019/ 2020	Cleaning Materials	This package is intended to purchase assorted cleaning materials for use to clean the office facility of the NLTCP. T items include materials such as; clorax, detergent, broom etc.,
6	IFB NO.MOH/NLTCP/GF/RB/004/2019/2 020	Media Coverage (Print & Electronic)	This line refers to the placement of content produce to sensitize the public against TB related activities. The program will send to the radio and television stations. The messages will be given to radio stations and television station with wider coverage. For the fact these will be spontaneous, the MOH intends to use RFQ's base on a particular activities programs. <b>Note:</b> the Ministry of Health Procurement Unit conducts a procurement process by publishing notice for non-consultancy service where qualified firms are shortlisted. It is based on this back drop that the MOH would like to use the Restrictive Bidding method for issuance to its pre-qualified firms. Beside the cost of the printing is small for cost of a national competitive process.
7	IFB NO.MOH/NLTCP/GF/RB/005/2019/2 020	Rep. & Maintenance (Vehicles)	This line refers to the repairs and maintenance of vehicle (6 Cars) belonging to the NLTCP. These are restrictive bidding method will be used for quotation from the short listed firms from the Expression of Interest conducted by the MOH procurement Unit. The service will be provided by private garages.
8	IFB NO.MOH/NLTCP/GF/RFQ/002/2019/ 2020	Equipment repair	This line refers to the repair and maintenance of office equipment belonging to the NLTCP over the fiscal year. Equipment such as laptops, desktop, printer etc.,
9	IFB NO.MOH/NLTCP/GF/RFQ/003/2019/ 2020	Insurance (Vehicles)	This line refers to the procurement process that will lead to the hiring of a firm to provide insurance coverage to the NLTCP for one fiscal year. The numbers of vehicles to be cover are six (6) in numbers. However, this cost will be included as the NLTCP contribution to the combine insurance coverage for the entire Global Fund program.
10	IFB NO.MOH/NLTCP/GF/RFQ/004/2019/ 2020	Hall Rental	This line refers to the renting of hall in different locations and different time throughout the country when the program having activities. <b>Note:</b> the Ministry of Health Procurement Unit conducts a procurement process by publishing notice for non-consultancy service where qualified firms are shortlisted. It is based on this back drop that the MOH would like to use the Restrictive Bidding method for issuance to its pre-qualified firms. Beside the cost of the printing is small for cost of a national competitive process.
11	IFB NO.MOH/NLTCP/GF/RB/007/2019/2 020	Catering Service	This line refers to the hiring of catering service providers at different point in time and at different locations throughout the country. These catering will be performed when workshop and training sections are being Hence, even though the plan is carrying Restrictive Bidding method, the actual transaction will be RFQ due to the different times interval at locations.

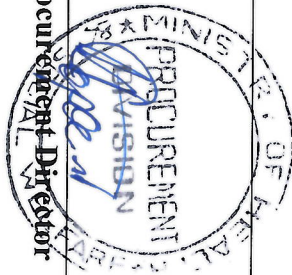


THE NATIONAL TB & LEPROSY CONTROL PROGRAM -GLOBAL FUND PROCUREMENT PLAN EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

14	IFB NO.MOH/NLTCP/GF/RFQ/005/2019/ 2020	Renovation of Office Building	This line refers to the hiring of a construction firm to carry out renovation and works at the TB office. The renovation works is item such as: changing of doors handles, leakages repairs, etc.,
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Prepared by:

Procurement Director



Approved by:

Chairman/Procurement Committee



Date:

8/15

