



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.

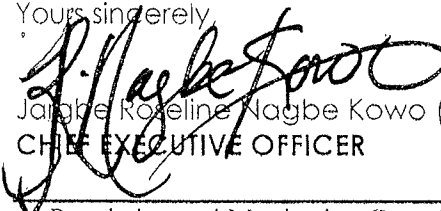
The Commission, upon overall review of your communication, accompanying documents and relying on your clarifications and assurances, approves the Ministry of Health of Special Project Procurement Plan to use the Restricted Bidding Method with a reduction lead as duly specified in your based upon your 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,


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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



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/7936/'22

February 23, 2022

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

*Received:
Theophilus Kollie
February 23, 2022
Time: 4:42 pm*

SUBJECT: **SUBMISSION OF MINISTRY OF HEALTH GLOBAL FUND
EMMERGENCY PROCUREMENT PLAN FOR THE PROGRAM
COORDINATION UNIT (PCU).**

Dear Honorable Kowo:

We are pleased to present our compliments, and herewith submit an emergency 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. This plan seeks to address activities that are centered around improving operations of both the programs and PCU.

For your information, 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. Based on the management action from the Global Fund Country Team (CT) in December 2021, which has resulted to change in program implementation (i.e. all activities to be funded using Global Fund grant must be approved before implementation). As the ministry adapted to this new change, this has led to delay to the Ministry programs and activities.


The Ministry is currently short on fuel for its generator as well as for vehicle use in the daily operation of the various programs. The vehicles are also in critical conditions and need urgent repair to keep the programs running. There is also an urgent need to have stationeries as well as internet connectivity.

Hence, the Ministry is seeking the Commission's no objection to use Restrictive Bidding but have the lead time reduced from 28 days to 7 days where the document will be given to the firms to respond. This will

MINISTRY OF HEALTH
EMERGENCY PROCUREMENT PLAN (GLOBAL FUND PCU 2022)


Fiscal year January 1, 2022 - March 30, 2022

BASIC DATA										IMPLEMENTATION DATE										
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID RELEASE OF BID	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS/ Responsible person			
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-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	Rop. & Maintenance Vehicle	G-4520	1 Firm	\$	40,166.00	RB	7-Feb-22	14-Feb-22	18-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	\$	8,423.75	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	4	IFB No. MOH/PCU/GF/RB/002/2022	Renovation of the PCU Office	F-4190	1 Firm	\$	9,168.00	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-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	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	6	IFB No. MOH/PCU/GF/RB/004/2022	Communication Cords	J-4190	Assorted	\$	9,330.00	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	7	IFB No. MOH/PCU/GF/RB/005/2022	Internet Support	J-4120	Assorted	\$	8,437.00	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	8	IFB No. MOH/PCU/GF/RB/003/2022	Event Catering	L-5621	5 firms	\$	24,010.00	RB	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-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	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	10	IFB No. MOH/PCU/GF/RB/007/2022	ICT Equipment	G-4741	1 firm	\$	1,200.00	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	11	IFB No. MOH/PCU/GF/RB/008/2022	Printing	C-4111	1 firm	\$	8,400.00	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
PLANNED	12	IFB No. MOH/PCU/GF/RB/009/2022	Alarm & Lights	J-4011 / J-4013	1 firm	\$	4,300.00	RFQ	7-Feb-22	14-Feb-22	18-Feb-22	25-Feb-22	4-Mar-22	7-Mar-22	8-Mar-22	9-Mar-22	11-Mar-22	13-Mar-22	15-Mar-22	
UPDATE																				
ACTUAL																				
Grand Total					264,229.25															

Signed: 

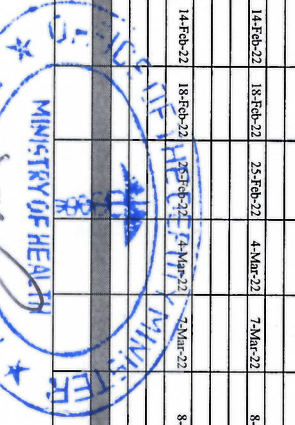
Jacob L.N. Wapoe/Procurement Director

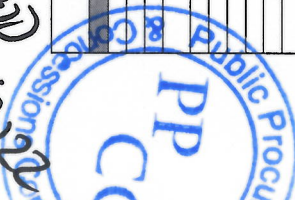
Date: 02/27/2022

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

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT																																																			
1	IFB.No. MOH/PCU/GF/RB/001/2022	Petroleum Product (Diesel and gasoline)	<p>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 issued Known Suppliers with at least 5 service stations within Monrovia.</p>																																																			
2	IFB. No. MOH/PCU/GF/RB/002/2022	Rep. & Maintenance Vehicle	<p>This line refers to the repair and maintenance of vehicles belonging to the above-mentioned Programs The NMCP, NACP, Blood Safety, Program Coordination Unit-PCU). Fifteen (15) of the Global Fund vehicles 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 objection to use Restrictive bidding with a reduce lead-time from 28 days to 7 days where the RB documents will to at least five firms.</p>																																																			
3	IFB.No. MOH/PCU/GF/RFO/001/2022	Stationeries and Office Supplies	<p>This package is intended to Purchase the below listed items for the above-mentioned Offices.</p> <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 doz</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 doz</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 doz	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 doz	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 doz	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 doz	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																																														

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	10 doz	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


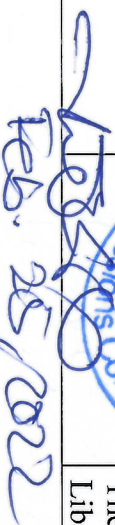

These items are intended to be distributed across all of the Unit and divisions within the program enhance their administrative function.

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; changing 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 the program.
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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.
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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 are procured at the denomination of \$5.00 USD for both networks. The total numbers of cards to be received is also 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.
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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 intents 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 Liberia) providers since they are the original producers of the communication cards.
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Feb. 25/2022



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

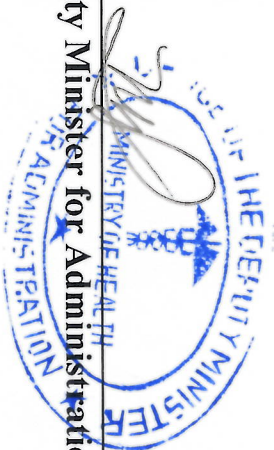
8	IFB No. MOH/PCU/GF/RB/003/2022	Event Catering	This line refers to the hiring of caterers to provide catering services for the conduct of training and workshops catering will take places at different time and location in Montserrat. The MOH is seeking the Commission's no t to use Restrictive Bidding but have the lead time reduce from 28 days to 7 days where the RB document will be is 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 m 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 intk 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 Plar works and Meeting across the country. The policy adopted will be printed and distributed to all of the counties an 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. Th 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 messages in the Local dialects.

Signed: _____
Procurement Director

Date: 02/23/2022

Approved: _____

Deputy Minister for Administration/Chairperson Procurement Committee



02/23/2022