



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/8999/'23

June 16, 2023

Honorable Stevenson S. Yond  
**Officer –In-Charge**  
Public Procurement and Concessions Commission  
Capitol Hill  
Monrovia, Liberia

Received:  
Theophilus Kollie  
June 20, 2023  
Time 4:24 pm

Dear Hon. Yond:

**Subject: Request for No Objection to award contracts to CICA Motor to Supply and Deliver Six (6) Units of Toyota Land Cruiser vehicles to the Ministry of Health Global Fund Projects.**

I present you my warm compliments and herewith request the Public Procurement Commission's "No Objection" to award the contract to CICA Motor for the supply and delivery of six units of Toyota SUV Vehicles to the Ministry of Health Global Fund Project.

For your information, this procurement process was conducted using the International Restrictive Bidding Method (IRB). The usage of the IRB is because of the Global Fund Country Team's recommendation to use pre-qualified bidders by its partner the Catholic Relief Service (CRS). The bid was issued to the bidders directly using their emails. An independent panel was set up and they recommended the selected firm. This funding for this project is coming from the Global Fund but the project ends by December 2023. The contract is to be awarded in the amount of **USDS\$279,202.00**, to CICA Motor for the supply and delivery of six (6) vehicles. A contract will be entered between the Ministry of Health and the firm to supply and deliver the six (6) vehicles.

Honorable Commissioner, the Ministry's request for no objection to award contracts to these firms is in keeping with the Public Procurement and Concession commission act, Reliance: PPCC Act, 2010 Award of Procurement Contract, Section 65(1): *The contract shall be awarded by the Procuring Entity to the bidder that is qualified and submitted the lowest evaluated responsive bid which meets the evaluation criteria as specified in the Request for Quotation*".

The Global Fund has committed itself to underwrite the cost of these vehicles with the deadline as indicated in the delivery schedule. This is due to the fact that the vehicles are



urgently needed to help the program operations and field activities. Hence, the need to procure these vehicles cannot be overemphasized.

Hope this communication meets your urgent attention as we strive to provide basic health security to the people of Liberia.

Thanks for your consideration and assistance.

With kind personal regards, I remain

Sincerely yours,

pp: James T. Forgas 19/06/23

Hon. Nowu G. Howard  
Deputy Minister for Administration





## Republic of Liberia

# Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

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

Ref: PPCC/RL/OIC/155/'23

June 27, 2023

Hon. Nowu G. Howard, MSN

**DEPUTY MINISTER FOR ADMINISTRATION**

Ministry of Health

Republic of Liberia

Dear Hon. Howard:

Subject: **REQUEST FOR "NO OBJECTION" TO AWARD CONTRACT TO CICA MOTOR FOR THE SUPPLY AND DELIVERY OF SIX (6) UNITS OF TOYOTA LAND CRUISER VEHICLES.**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Health through the Global Fund Project to award Contract to CICA Motor for the supply and delivery of six (6) units of Toyota Land Cruiser Vehicles for FY 2023, in the amount of **US\$279,202.00 (two hundred seventy-nine thousand two hundred two United States dollars)**, in accordance with Section 40 (3) of the PPCA, 2010 and Section 55(d).

The Commission, upon review of your submissions, highlights the following:

- That the Ministry of Health submitted (Hard copies) including: bid submission form, copy of bid opening, copy of bid evaluation along with BEP members, draft contract, bid opening meeting, bid opening attendance log, bidder's submission log, bidders' submission, evidence of published pre-qualified list from MOH and sister organization (CRS), evidence of draft contract, bid evaluation report;
- That three (3) companies submitted bids FGI Solution, OKI General Trading and CICA Motor respectively;
- That the CICA Motor was deemed the most responsive and successful bidder for the supply and delivery of the above mentioned vehicles.

The Commission, upon overall review of the MOH's request and justification states below:

That "No Objection" is rendered for the MOH to award Contract to CICA motor for the supply and delivery of six (6) Units of Toyota Land Cruiser Vehicles in the amount of **US\$279,202.00**.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice.

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.

Yours sincerely,

Stevenson S. Yond  
**OFFICER-IN-CHARGE**

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