



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/1109/'20

March 10, 2020

Hon. Sam Mannah
ACTING MANAGING DIRECTOR
National Insurance Corporation of Liberia
Republic of Liberia

Dear Hon. Mannah:

Subject: **RECIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLAN
FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for National Insurance Corporation of Liberia SBA Procurement Plan for FY2019/2020 in the accordance with **Section 40(3)** of the PPCA Act,2010 the Commission however wishes to inform you that your Procurement Plan has been 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 advises that you observe **Section 40(5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it become necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. Please note that the 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 require to again request the use of said approved method.

The Public Procurement and Concessions Commission admonishes and it a priority that you remain primarily in compliance with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality and ultimate public confidence in our procurement and concession Processes.

Kind regards.


Jargbe Roseline Nagbe Kowo(Atty).
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF HEALTH

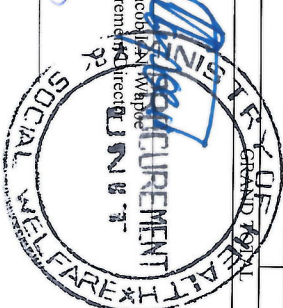
ADDENDUM PROCUREMENT PLAN (EPI PLAN)

Source of Funding: GAVI TCV Campaign Budget

Fiscal year 2019/2020 (Addendum)

1	2	3	4	5			7	8	9	10	11	12	13	14	15	16	17	18											
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCUMENT SPECIFICATIONS	BID INVITATION & RELEASE OF BID	BID SUBMISSION / ON/UBLI C OPENING	SUBMISSION OF BID EVALUATION	PC APPROVAL - BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS											
PLANNED	1	IFB No. MOH/EP/IGA VI/ RB/001/19/20	Catering Services	I-5621	Assorted	\$12,200.00	RB	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	14-Mar-20	28-Mar-20	4-Apr-20	11-Apr-20	N/A	30-May-20	30-Jun-20											
ACTUAL																													
PLANNED																													
UPDATE																													
2	IFB No. MOH/EP/IGA VI/ RB/002/19/20	Printing & Binding	C-1811	Assorted	\$104,690.00	RB	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	21-Mar-20	4-Apr-20	11-Apr-20	18-Apr-20	N/A		30-May-20	30-Jun-20											
ACTUAL																													
PLANNED	3	IFB No. MOH/EP/IGA VI/ RB/003/19/20	Airring	J-5813	Assorted	\$112,980.00	RB	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	14-Mar-20	28-Mar-20	4-Apr-20	11-Apr-20	N/A	30-May-20	30-Jun-18											
UPDATE																													
ACTUAL																													
PLANNED	4	IFB No. MOH/EP/IGA VI/ RB/004/19/20	Vehicle Rental	N-7710	16 Vehicle	\$56,000.00	RB	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	21-Mar-20	4-Apr-20	11-Apr-20	18-Apr-20	N/A	30-May-20	30-Jun-20											
UPDATE																													
ACTUAL																													
PLANNED	5	IFB No. MOH/EP/IGA VI/ RFQ/001/19/20	Repaired & Maintenance (Vehicle)	G-4520/4530	5	\$2,500.00	RFQ	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	21-Mar-20	4-Apr-20	11-Apr-20	18-Apr-20	N/A	30-May-20	30-Jun-20											
UPDATE																													
ACTUAL																													
PLANNED	6	IFB No. MOH/EP/IGA VI/ RFQ/002/19/20	Hall Rental	I-5510	1 Hall	\$1,200.00	RFQ	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	21-Mar-20	4-Apr-20	11-Apr-20	18-Apr-20	N/A	30-May-20	30-Jun-20											
UPDATE																													
ACTUAL																													
PLANNED	7	IFB No. MOH/EP/IGA VI/ RFQ/003/19/20	Cottonwood	G-4772	Assorted	\$42,000.00	RB	16-Feb-20	22-Feb-20	29-Feb-20	7-Mar-20	21-Mar-20	4-Apr-20	11-Apr-20	18-Apr-20	N/A	30-May-20	30-Jun-20											
UPDATE																													
ACTUAL																													
GRAND TOTAL																			\$331,570.00										

Prepared by: Mr. Jacobus Wapke
Procurement Director
Date: 03/05/20



Approved: Hon. Norvu C. Howard-MSN
Deputy Minister for Administration
Chairperson/Procurement Committee

03/12/2020

Expanded Program on Immunization (EPI) –GLOBAL ALLIANCE ON VACCINE AND IMMUNIZATION (GAVI) FUND PROCUREMENT PLAN
 ADDENDUM EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

A. GF-GOODS PLAN EXPLAINATION

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB No. MOH/EPI/GAVI/RfQ/001/19/20	Catering Service	<p>This line item refers to the catering service for Workshop, conference, symposia and seminars at national level.</p> <p>Catering for stakeholders meeting to review for VOI tools 1day (\$400)</p> <p>Catering for National orientation (\$2,000 2days)</p> <p>Conduct TOT training for national and county supervisions, (2,800 2days) Total amount Hss \$7,000.</p> <p>Catering for Nation level launch (\$2,000 1day 500persons)</p> <p>Training for vaccination teams National level TOT catering (1200 1day 20 persons)</p> <p>Catering for National level advocacy meeting (\$2,000 1day 20person) Total amount TCV Campaign.\$5,200</p>
2	IFB No. MOH/EPI/GAVI/RB/001/19/20	Printing & Binding	<p>This contract package is intended for the printing document such as; Production of campaign data tools (e.g. tally sheet, etc.) 35,000 printing of campaign coverage report ,Production ,validation and dissemination of post campaign report,14,000 printing of posters, 4,690.00, printing factsheet 1,000,printing of Flyers A-5 size 1,250 , printing of Banner for the typhoid vaccine Campaign.</p> <p>Total amount TCV Campaign =58,190.00</p> <p>Printing of posters, 6, 500, printing of Flyers A-5 size 1,000.00, printing of Banners 6,000.00Printing of Ledger, summary and child health passport 33,000 for the typhoid vaccine Campaign-Routine Immunization.</p> <p>Total amount TCV RI-VIG =46,000.00</p> <p>Grand Total = \$104,690.00</p>
3	IFB No. MOH/EPI/GAVI/RB/002/19/20	Airing	<p>Note: the Ministry of Health Procurement Unit conducts a procurement process by publishing notice for non-consultancy where qualified firms are shortlisted. It is based on this back drop that the MOH would like to use the Restrictive Bidding for issuance to its pre-qualified firms.</p> <p>This line refers to the procurement of Airing of Messages through Radio, talk shows and Jing at national and county level Typhoid Vaccine Campaign (TCV) \$50x5days =250x 20 radio station =5,000</p> <p>Typhoid Vaccine Campaign-Routine immunization (TCV RI) \$250x5=1250 x 7 radio station =8,750</p> <p>Total Amount for TCV and TCV-RI =\$13,750.00</p> <p>Developing radio messages (adapted to each county) fifteen (15) counties 1,000 per county = 15,000</p>

K. Page
 02-10-2020

Expanded Program on Immunization (EPI) –GLOBAL ALLIANCE ON VACCINE AND IMMUNIZATION (GAVI) FUND PROCUREMENT PLAN
ADDENDUM EXPLANATORY NOTE FOR FISCAL YEAR 2019/2020

			<p>The ministry of Health the Global fund has an existing contract with the Liberia Broadcasting system (LBS) to conduct a talk show called "the Health Talk". The Global fund has decided not to continue said sponsorship due to lack of funding Global Alliance for vaccines and immunization (GAVI) has in her budget to support similar activity. Since LBS has a wi coverage in the 15 counties and it is the state own enterprise to generate revenue, we have decided to extend said contrac the LBS.</p> <p>This action is in keeping with the PPCA section 55 sub section 1(b)</p> <p>For additional deliveries of goods by the original supplier which are intended either as replacement parts for existing goo service or installation or as the extension of existing goods, service or installations where a change of supplier would com procuring Entity to procure equipment or service not meeting requirement of interchangeability with already existing equ or services.</p> <p>Cost of RI airing messages in Montserrado 8.00 per day for 3 days =24</p> <p>Cost of airing of RI messages in counties outside Montserrado 14 counties 5.00 per day for 3 days=210</p> <p>Cost of airing messages per Month 24+210 X30 days (1month)=7,020 x12 months (1year)=84,240</p> <p>15,000 +84,240.00=99,240.00</p> <p>Grand Total =\$112,980.00</p>
4	IFB No. MOH/EPI/GAVI/RB/003/19/20	Vehicle Rental	This contract Package is set to procure service of 16 vehicles to transport vaccine material farthest distance from Monrovia
5	IFB No. MOH/EPI/GAVI/RFO/002/19/20	Repair & Maintenance (Vehicles)	This line refers to the repair and maintenance of motor vehicles belongs to the EPI. The service will be outsource to garage then they sent their bill to procurement for onward process. Other may require spare parts as well.
6	IFB No. MOH/EPI/GAVI/RB/009/19/20	Hall Rental	This line item is intended for Hall Rental in different locations at national level.
7.	IFB No. MOH/EPI/GAVI/RB/009/19/20	Cotton Wood	The line item is intended for the procurement of Cotton wood to conduct vaccination at county and National level. \$10.00 per roll x4,200 roll = 42,000 USD

Prepared by:

Jacob L. N. Wepes
Procurement Director



Approved by:

Hon. Norva G. Howard-MSN
Deputy Minister for Administration
Chairperson/Procurement Committee

Date:

03/05/20

K. P. P. J. E.
03-10-2020

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