

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/161/'21

May 5, 2021

Hon. Jane MaCauley
DIRECTOR GENERAL
National Public Health Institute of Liberia
Republic of Liberia

Dear Hon. MaCauley:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLANS FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the National Public Health Institute of Liberia (NPHIL) SBA and Non SBA Procurement Plans (*Goods and Services*) for Fiscal Year 2020/2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission, upon review and scrutiny of your submission and accompanying documents, thus, approves the National Public Health Institute of Liberia SBA and Non SBA Procurement Plans. Please note that a copy of this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), to enable processing of allotments in keeping with the approved Procurement Plans, upon conclusion of stipulated procurement processes.

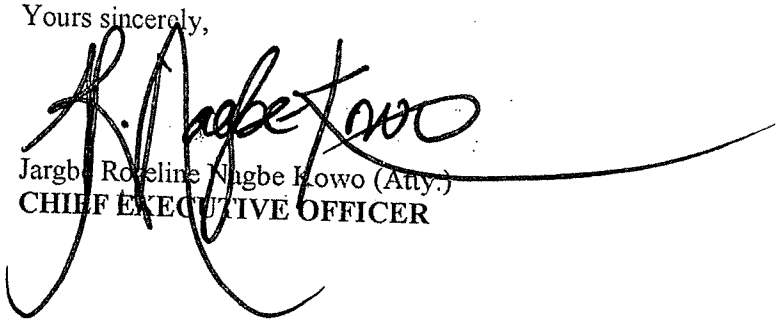
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes 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.

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 Rogeline Nigbe Howo (Atty.)
CHIEF EXECUTIVE OFFICER

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

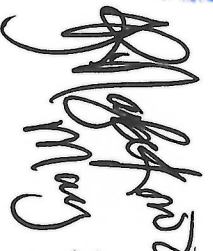
NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NP Hil)
SBA PROCUREMENT PLAN (Core Budget)
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2020/21

BASIC DATA																	IMPLEMENTATION DATES									
ITEM NO.	PACKAGE NUMBER (CODE)	COMMITTEE PACKAGE	BUSINESS REGISTRATION 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)										
PLANNED	1	IFB NO. NP/HIL/ GOL/ SBA/ RB/001/20/21	PETROLEUM PRODUCTS	64661	13,157.89 @ \$3.80	50,000	RB	08/21/20	08/28/20	08/31/20	12/7/20	12/28/20	01/6/21	01/18/21	02/15/21	N/A	06/25/21									
UPDATE																										
ACTUAL																										
PLANNED	2	IFB NO. NP/HIL/ GOL/ SBA/ RFQ/001/20/21	SCRATCH CARDS	H-6190	Assorted	3,000	RFQ	08/21/20	08/25/20	08/28/20	12/31/19	12/28/20	01/11/21	01/18/21	01/25/20	N/A	06/25/21									
UPDATE																										
ACTUAL																										
PLANNED	3	IFB NO. NP/HIL/ GOL/ SBA/ RFQ/002/20/21	Spares Parts - Vehicles	G-4530	* Assorted	2,000	RFQ	08/21/20	08/25/20	08/28/20	12/31/19	12/28/20	01/11/21	01/18/21	01/25/20	N/A	06/25/21									
UPDATE																										
ACTUAL																										
PLANNED	4	IFB NO. NP/HIL/ GOL/ SBA/ RFQ/003/20/21	Printing & Binding	C-1811/12	Firm	2,000	RFQ	08/21/20	08/25/20	08/28/20	12/31/19	12/28/20	01/11/21	01/18/21	01/25/20	N/A	06/25/21									
UPDATE																										
ACTUAL																										
PLANNED	5	IFB NO. NP/HIL/ GOL/ SBA/ RFQ/004/20/21	STATIONERY	G-4761	Assorted	\$ 5,000	RFQ	08/21/20	08/25/20	08/28/20	12/31/19	12/28/20	01/11/21	01/18/21	01/25/20	N/A	06/25/21									
UPDATE																										
ACTUAL																										
Grand Total					62,000																					

Prepared by: 
H. Mohammed Kadii
DIRECTOR OF PROCUREMENT

Approved by: 
Mrs. Jane Macauley, Director General
CHIEF, HRMAN, PROCUREMENT COMMITTEE





May 5, 2021

NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NPHIL)
SBA PROCUREMENT PLAN Explanatory Note
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2020/21

1	IFB NO. NPHIL/GOL/SB A R B/001/20/21	Petroleum Products	This contract package is intended to procure 13,157.89 gallons of Diesel Fuel @\$3.80 for the operations of the National Public Health I Liberia (NPHIL) Vehicles and Generators. It is drawn from the budget lines Fuel for Vehicles (\$30,000) and Fuel and Lubricants for (US\$20,000) as captured on the Draft National Budget for Fiscal Year 2020/21. The mode of acquiring these products will be done in Provisions and procedures as provided for by the PPCA, 2010.
2	IFB NO. NPHIL/GOL/SB A R FQ/001/20/21	Scratch Cards	This contract package is intended to procure assorted scratch cards: LoneStar, Orange, etc. @ the rate of US\$5. Those cards are intended for the Entity's operation. The contract package is drawn from the budget line Internet Provider Services as indicated on the Draft Natio for Fiscal Year 2020/21. The mode of acquiring this product will be done in line with Provisions and procedures as provided for by the PF
3	IFB NO. NPHIL/GOL/SB A R FQ/002/20/21	Spare Parts – Vehicles	This contract package is intended to procure assorted spare parts for the purpose of repairing and maintaining the Entity's vehicles. It is d the budget line repairs & maintenance vehicles. The mode of acquiring those parts will be done in line with Provisions and procedures a for by the PPCA, 2010
4	IFB NO. NPHIL/GOL/SB A R FQ/003/20/21	Printing & Binding	The Entity intends to use this contract package to procure the services of a reputable firm for the conduct of printing and binding serv entity's work. Some of which include books, periodicals, business cards, greeting cards, and other materials, and associated support acti as bookbinding, etc. The mode of acquiring those services will be done in line with Provisions and procedures as provided for by the PPC
5	IFB NO. NPHIL/GOL/SB A R FQ/004/20/21	Stationery	This contract package is intended to procure assorted stationery supplies such as but not limited to the followings; ream of sheets (A4, pens, markers, poster sheets, inks, maps & hanging files, box folders, staple machines & pins, calculators, perforators, etc. to be used for t operation for fiscal year 2020/21. The acquisition of said contract package will be done in line with procedures and provisions as provide PPCA, 2010. This contract package is drawn from the budget line stationery.

Prepared by: 
H. Mohammed Kadiri
DIRECTOR OF PROCUREMENT

Approved by: 
Ms. Jane MacCauley, Director General
CHAIRMAN, PROCUREMENT COMMITTEE

