



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/0516/'19

September 24, 2019

Hon. Tolbert G. Nyenswah

DIRECTOR GENERAL

National Public Health Institute of Liberia

Republic of Liberia

Dear Hon. Nyenswah:

Subject: **"RECEIPT AND APPROVAL OF WHO/IDSR SUPPORTIVE DIRECTOR FINANCIAL CORPORATION (DFC) SPECIAL PROJECT 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 **National Public Health Institute of Liberia** 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 National Public Health Institute of Liberia 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,

Jargby Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

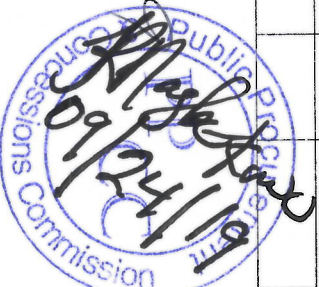
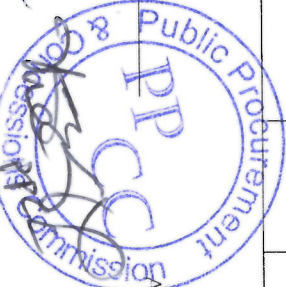
NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NPIL)
IDSR PROJECT PROCUREMENT PLAN
SOURCE OF FUNDING: WHO
FISCAL YEAR: 2019/20

1	2	3	4	5	6	7	8	9	10		12	13	14	15	16	17	18	19
BASIC DATA										IMPLEMENTATION DATES								
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT 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)	AC CE PT
	1	IFB NO. NPIL/ IDSR/WHO - Proj./ RB/001/19/20	PETROLEUM PRODUCTS	G4661	19,638.16 GALS@ \$3.80	74,625	RB	19/8/2019	23/8/19	27/8/19	28/8/19	25/09/19	02/10/2019	09/10/2019	23/10/19	N/A	06/11/2019	13
	UPDATE																	
	ACTUAL																	
	PLANNED																	
	2	IFB NO. NPIL/ IDSR/WHO - Proj./ RB/002/19/20	SCRATCH CARDS	J-6190	ASSORTED	21,500	RB	19/8/2019	23/8/19	27/8/19	28/8/19	11/09/19	18/09/2019	25/09/2019	02/10/19	N/A	06/11/2019	13
	UPDATE																	
	ACTUAL																	
	PLANNED																	
	3	IFB NO. NPIL/ IDSR/WHO - Proj./ RFQ/001/19/20	STATIONERIES	G-4761	*Assorted	2,670	RFQ	19/8/2019	22/8/2019	26/08/19	27/8/19	10/9/19	16/9/19	24/9/19	10/1/19	N/A	10/8/19	10
	UPDATE																	
	ACTUAL																	
		Sub-Total				\$98,795												

Prepared by: 
H. Mohammed Kiach
PROCUREMENT MANAGER

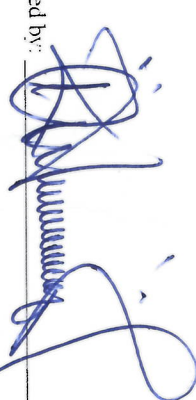
Approved by: 
Hon. Tolbert G. Agyemaw = Director General
CHAIRMAN, PROCUREMENT COMMITTEE


Date: September 4, 2019



NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NPIL)
IDSR PROJECT PROCUREMENT PLAN
SOURCE OF FUNDING: WHO
FISCAL YEAR: 2019/20

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA							IMPLEMENTATION DATES											
PLANNED	4	IFB No. NP/IL/IDSR/WHO - Proj./RFQ/002/19/20	HALL RENTAL	L-6810	Firm	800	RFQ	19/8/2019	22/8/2019	26/08/19	27/8/19	10/9/19	16/9/19	24/9/19	10/1/19	N/A	10/8/19	10
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No. NP/IL/IDSR/WHO - PROJ/RB/003/19/20	VEHICLES RENTAL	N-7710	FIRM	31,500	RB	19/8/2019	23/8/19	27/8/19	28/8/19	11/09/19	18/09/2019	25/09/2019	02/10/19	N/A	06/11/2019	1
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. NP/IL/IDSR/WHO-PROJ./RFQ/003/19/20	Security Guard Services	N-8010	FIRM	7,200	RFQ	19/8/2019	22/8/2019	26/08/19	27/8/19	10/9/19	16/9/19	24/9/19	10/1/19	N/A	10/8/19	10
UPDATE																		
ACTUAL																		
PLANNED	7	IFB No. NP/IL/IDSR/WHO-PROJ./RFQ/004/19/20	EVENT CATERING	J-5621	FIRM	1,800	RFQ	19/8/2019	22/8/2019	26/08/19	27/8/19	10/9/19	16/9/19	24/9/19	10/1/19	N/A	10/8/19	11
UPDATE																		
ACTUAL																		
GRAND - TOTAL						\$140,095												

Prepared by: 
H. Mohammed Kiadi
PROCUREMENT MANAGER



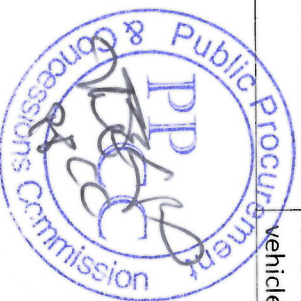
Approved by: 
Hon. Tolbert G. Nyenswah = Director General
CHAIRMAN, PROCUREMENT COMMITTEE

Date: Sept. 4, 2019



NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NPHIL)
IDSr Project PROCUREMENT PLAN NOTES
SOURCE OF FUNDING: WHO
FISCAL YEAR: 2019/20

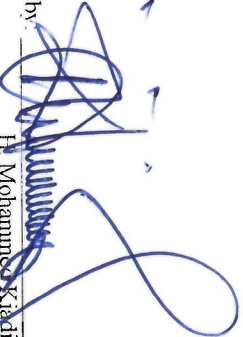
Item No	Package Number (Code)	Contract Package	Description of Package
1	IFB NO. NPHIL/IDSR/WHO- PROJ./RB/001/19/20	Petroleum Products	This contract package is intended to procure Diesel Fuel for the operations of the National Public Health Institute (NPHI) Vehicles and Generators. drawn from the budget lines Fuel Support to National EOC/Call Center and Lab (\$ 74,625.00), County Level Fuel, District Level Fuel, National Intra – Level Fuel Support and Fuel for Coordinators as captured on the Entity (NPHIL)/WHO Quarterly Spending Plan for Fiscal Year 2019/2020. The mode acquiring this product will be done in line with Provisions and procedures as provided for by the PPCA, 2010.
2	IFB NO. NPHIL/IDSR/WHO - Proj./RB/002/19/20	Scratch Cards	This contract package is intended to procure assorted scratch cards (US\$21,500, Lone Star, Cellcom, etc. @ the rate of US\$5. These cards are intended to be use for the operations of the Entity. The contract package is drawn from the budget lines Communication Cards – 2,000.00, Communication and Support and Internet Support to Call Center - \$6,000.00 as seen on the Spending Plan for fiscal year 2019/20. The mode of acquiring this product will be done in line with Provisions and procedures as provided for by the PPCA, 2010
4	IFB NO. NPHIL/IDSR/WHO- Proj./RFQ/001/19/20	STATIONERIES	This contract package is intended to procure assorted stationery items to be used for the purpose of which said funding was provided. It is drawn from the Budget line Stationeries as contained in the NPHIL/WHO spending plan. The mode of acquiring said stationery will be done in line with provision as contained in the PPCAct of 2010.
4	IFB NO. NPHIL/IDSR/WHO - Proj./RFQ/002/19/20	HALL RENTAL	This contract package is intended to procure an assessable, reputable and unique Hall to facilitate training and workshop for needful basis. The contract package is drawn from the budget line 'Hall Rental for Refresher Training. The mode of acquiring this product will be done in line with Provisions and procedures as provided for by the PPCA, 2010
5	IFB No. NPHIL/IDSR/WHO – PROJ./RB/003/19/20	VEHICLES RENTAL	This contract package is drawn from the budget line Car Rental as contained in the Spending plan of NPHIL/WHO for fiscal Year 2019/2020. Said contract package is intended to be used to hire the services of 9 th Vehicles to facilitate operation of the Entity nationwide. The mode of acquiring vehicles will be done in line the PPCAct of 2010.

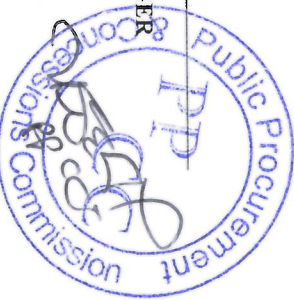



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6	IFB No. NPHIL/IDSR/WHO- PROJ./RFQ/003/19/20	Security Guard Services	NPHIL intends to use this procurement package for hiring competitively the services of a reputable security guard services to man the Entity's Facilities Nationwide. Said Package is drawn from the Entity/WHO Spending Plan for fiscal Year 2019/2020. The mode of acquiring said procurement will be in line with provision as contained in the PPCAct of 2010.
7	IFB No. NPHIL/IDSR/WHO- PROJ./RFQ/004/19/20	EVENT CATERING	This contract package is intended to procure the Services of a catering firm competitively for the provision of assorted meals (foods) during the period of the Training. It is drawn from the budget line Training. The mode of acquiring this Service will be done in line with Provisions and procedures as provided for by the PPCA, 2010.

Prepared by: 
H. Mohammed Kiadi
PROCUREMENT MANAGER



Approved by: 
Hon. Tolbert G. Nyenswah -Director General
CHAIRMAN, PROCUREMENT COMMITTEE



Date: Sept- 4, 2019

