



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: 1357

Ref: PPCC/RI/CEO/580/22

September 20, 2022

Hon. Keturah C. Smith-Chineh
MANAGING DIRECTOR
Liberia Medicines & Health Products regulatory Authority (LMHRA)
Republic of Liberia

Dear Hon. Chineh:

Subject: RECEIPT AND APPROVAL OF THE LIBERIA MEDICINES & HEALTH PRODUCTS REGULATORY AUTHORITY UPDATED SBA PROCUREMENT PLANS FOR FISCAL YEAR 2022.

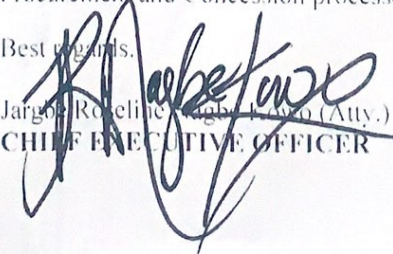
We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Liberia Medicines & Health Products Regulatory Authority Up dated SBA Procurement Plan.

The Commission conveys to the LMHRA that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan, upon LMHRA's conclusion of stipulated 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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards,


Jargoe R. Taylor (Atty.)
CHIEF EXECUTIVE OFFICER

[illegible]

Submitted By:  Hava J. Tambah
Head of Procurement

Date: Sept 9, 2020

Approved:

Pharm. Keturam C. Smith-Chineh
Managing Director/Chairman Procurement Committee

LIBERA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL & INTERNAL REVENUE GERNERATION
FISCAL YEAR: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
	Item NO.	Package number (Code)	Contract Package	Business Reg. Code	Qty.	Estimated Cost (USD)	Procure Method	Technical specs./Boo/ Drawings	Prepare Bid Doc.	PC Approval Bid Doc/ Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval - Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks
Planned	4	IFBNO.LMHBA/SBA /RB/003/2022	Petroleum Products	G4661	18,571.4 28galons @USD 4.20	78,000.00	RB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	12/24/22	3/10/22	N/A	12/15/22	12/31/22	
update																			
Actual																			
Planned	5	IFBNO.LMHBA/SBA /RB/004/2022	Generator Repair & Maintenance Services	C3314	1 Firm	32,400.00	RB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	12/24/22	3/10/22	N/A	12/15/22	12/31/22	
Update																			
Actual																			
Planned	6	IFBNO.LMHBA/SBA /RB/005/2022	Vehicle Repairs & Maintenance Services	G4520	1 firm	32,400.00	RB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	12/24/22	3/10/22	N/A	12/15/22	12/31/22	
Update																			
Actual																			
		Sub Total				\$142,800.00													

Submitted By:  Hawa T. Tambah
Head of Procurement

Date: Sept 9, 2021

Approved:



Pharm. Keturah C. Smith-Chineh
Managing Director/Chairman/Procurement Committee


Sept. 12, 2022

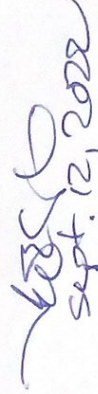
LIBERA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: GOL & INTERNAL REVENUE GERNERATION
FISCAL YEAR: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
Item NO.	Package number (Code)	Contract Package	Business Reg. Code	Qty.	Estimated Cost (USD)	Procure Method	Technical specs./Boo/ Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval - Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks	
7	IFBNO.LMHRA/NCB/001/2022	Cleaning Materials	G4773	Assorted	25,000.00	NCB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22		
Planned																			
Update																			
Actual																			
8	IFBNO.LMHRA/NCB/002/2022	Electronic Materials	G4759	Assorted	20,000.00	NCB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22		
Planned																			
Update																			
Actual																			
9	IFBNO.LMHRA/SS/001/2022	Generator	G4759	1 piece	17,000.00	SS	4/4/22	4/7/22	4/8/22	N/A	N/A	N/A	N/A	4/11/22	N/A	4/15/22	6/28/22		
Planned																			
Update																			
Actual																			
Sub Total					\$62,000.00														
GRAND TOTAL					\$250,050.00														

Submitted By: 
Hava T. Tambah
Head of Procurement

Date: _____

Approved: 
Plam. Keturah C. Smith-Chineh
Manning Director/Chairman Procurement Committee


Sept. 12, 2022

LIBERA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL & INTERNAL REVENUE GERNERATION
FISCAL YEAR: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA							IMPLEMENTATION DATES												
Item NO.	Package number (Code)	Contract Package	Business Reg. Code	Qty.	Estimated Cost (USD)	Procure Method	Technical specs./Boo/ Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. Opening	Subm. of Bid Evaluation Report	PC Approval – Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks	
Planned	10	IFBNO.LMHRA/SBA /RFQ/003/2022	G4659	Assorted	7,200.00	RFQ	12/20/21	12/23/21	12/29/21	12/29/21	1/14/22	1/27/22	1/31/22	2/10/22	N/A	12/15/22	12/31/22		
update																			
Actual																			
Planned	11	IFBNO.LMHRA/SBA /NCB/002/2022	J5813	Assorted	102,170.00	NCB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22		
Update																			
Actual																			
Planned	12	IFBNO.LMHRA/SBA /NCB/003/2022	N8010	1 firm	22,000.00	NCB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22		
Update																			
Actual																			
	Sub Total					\$131,370.00													



Submitted By: Hawa T. Tambah
Head of Procurement

Date: Sept 2, 2022

Approved:

Pharm. Keturah C. Smith-Chinch
Managing Director/Chairman, Procurement Committee

Handwritten signature
Sept 12, 2022

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL & INTERNAL REVENUE GENERATION
FISCAL YEAR: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
	Item NO.	Package number (Code)	Contract Package	Business Reg. Code	Qty.	Estimated Cost (USD)	Procure Method	Technical specs./Boo/ Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks
Planned	13	IFBNO.LMHRA/SBA /RFQ/004/2022	Hall Rental	L8610	Assorted	5,000.00	RFQ	12/20/21	12/23/21	12/29/21	12/29/21	1/14/22	1/27/22	1/31/22	2/10/22	N/A	12/15/22	12/31/22	
update																			
Actual																			
Planned	14	IFBNO.LMHRA/SBA /RFQ/005/2022	Event Catering	I5621	1 firm	7,000.00	RFQ	12/20/21	12/23/21	12/29/21	12/29/21	1/14/22	1/27/22	1/31/22	2/10/22	N/A	12/15/22	12/31/22	
Update																			
Actual																			
Planned	15	IFBNO.LMHRA/SBA /NCB/004/2022	Personnel Insurance Coverage	K6512	1 firm	54,600.00	NCB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22	
Update																			
Actual																			
		Sub Total				\$66,600.00													

Submitted By: 
Hawa T. Tambah
Head of Procurement

Date: Sept 9, 2022


Sept. 12, 2022

Approved: 
Pharm. Keturah C. Smith-Chineh
Managing Director/Chairman Procurement Committee



LIBERA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL & INTERNAL REVENUE CERNERATION
FISCAL YEAR: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
	Item NO.	Package number (Code)	Contract Package	Business Reg. Code	Qty.	Estimated Cost (USD)	Procure Method	Technical specs./Boo/ Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval – Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (Substantial Completion)	Accept. & Final Payment	Remarks
Planned	16	IFBNO.LMHRA/SBA /55/002/2022	Land	L6810	Axres	300,000.00	SS	12/20/21	12/23/21	12/29/21	N/A	N/A	N/A	N/A	2/10/22	N/A	12/15/22	12/31/22	
update																			
Actual																			
Planned	17	IFBNO.LMHRA/SBA /RB/006/2022	Household Utensils	G4759	Assorted	20,000.00	RB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22	
Update																			
Actual																			
Planned	18	IFBNO.LMHRA/SBA /NCB/005/2022	OFFICE Machinery and Equipment	G4659	Assorted	20,000.00	NCB	12/20/21	12/23/21	12/29/21	1/14/22	2/14/22	2/22/22	2/24/22	3/10/22	N/A	12/15/22	12/31/22	
Update																			
Actual																			
Sub Totalo																			
GRAND TOTAL																			



Submitted By: Hawa T. Tambah
 Head of Procurement

Date: Sept 9, 2022

Approved:

Pharm. Keturah C. Smith-Clinteh
 Managing Director/Chairman Procurement Committee

Sept 12, 2022

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
EXPLANATORY NOTES
PROCUREMENT PLAN (SBA)

FY2022

SOURCE OF FUNDING: GOL AND Internal Revenue Generation

Item No.	Contract package code	Contract Package	Content of Contract Package
1	IFBNO.LMHRA/SBA/RB/001/2022	Vehicle rental	This contract package is for vehicle rental and lease services for domestic means of travel by LMHRA staff. The rental and lease of vehicle is funded from the budget lines as follows: • Vehicle rental and lease-----US\$6,000.00 • Other rental and lease-----US\$7,200.00 US\$13,200.00
2	IFBNO.LMHRA/SBA/SS/001/2022	Internet Connectivity	This contract package is intended to provide internet services for LMHRA and the single source method is being used
3	IFBNO.LMHRA/SBA/RB/002/2022	Scratch Cards	This contract package is intended to procure scratch cards for the operation of LMHRA as follows: • Lonestar cards-----1,800 pcs • Orange cards-----1,800 pcs
4	IFBNO.LMHRA/SBA/RB/003/2022	Petroleum Products	This contract package is intended to procure Petroleum Products (diesel and gasoline) for the operations of LMHRA as follows: • Gasoline----- 9,285,714 gallons • Fuel----- 9,285,714 gallons
5	IFBNO.LMHRA/SBA/RB/004/2022	Generator repairs and maintenance	This contract package is intended to procure the services of a firm for the regular repairs and maintenance services of LMHRA's generators.
6	IFBNO.LMHRA/SBA/RB/005/2022	Vehicle repairs and maintenance services	This contract package is intended to procure the services of a firm for the regular repairs and maintenance services of all LMHRA's vehicles.

Prepared by: 
Hawa T. Tambah
Procurement Director

Approved by: 
Pharm. Keturah C. Smith-Chineh
Chairman/ Procurement Committee

Date: Sept 13, 2022




Sept. 15, 2022

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
EXPLANATORY NOTES
PROCUREMENT PLAN (SBA)
FY2022

SOURCE OF FUNDING: GOL AND Internal Revenue Generation

7	IFBNO.LMBHRA/SBA/NCB/001/2022	Printing and Binding	This contract package is taken from the budget line printing, binding and publication Services and it is intended to print LMHRA letter heads, awareness stickers, flyers, postal, billboards and annual reports.
8	IFBNO.LMHRA/SBA/RFQ/002/2022	Publication	This contract package is taken from the budget line printing, binding and publication services and it is intended for the publication of LMHRA's reports and other regulatory guidelines
9	IFBNO.LMHRA/SBA/RFQ/002/2022	Food stuff	This contract package is taken from the budget line Other Office Materials and consumables (US\$6,000.00) and is intended to procure food stuff (rice, biscuit, soft drinks and tea items and others) for LMHRA staffs.
10	IFBNO.LMHRA/SBA/RFQ/003/2022	Office Furniture	This contract package is taken from the budget line other Office Materials and consumables (US\$7,200.00) and is intended to procure assorted office furniture (desk, chair, executive chair, rug, etc... for LMHRA offices.
11	IFBNO.LMHRA/SBA/NCB/002/2022	Electronic Media Services	This contract package is taken from the budget line Media Relations, intelligence and will be used to carry out awareness services against the use of the consumption by the public of substandard drugs being sold in buckets and streets conners and importation (talk show, drama, jingles)
12	IFBNO.LMHRA/SBA/NCB/003/2022	Security Guard Services	This contract package is intended to procure the services of a firm to provide 24/7 security protection for LMHRA facilities

Prepared by: 
Hawa T. Tambah
Procurement Director

Approved by: 
Pharm. Keturah C. Smith-Chineh
Chairman/ Procurement Committee

Date: Sept 13, 2022



PP. 
Sept. 15, 2022

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY
EXPLANATORY NOTES
PROCUREMENT PLAN (SBA)
FY2022

SOURCE OF FUNDING: GOL AND Internal Revenue Generation

Item No.	Contract package code	Contract Package	Content of Contract Package
13	IFBNO.LMHRA/SBA/RFQ/004/2022	Hall rental	This contract package is taken from the budget line Workshop, conferences, seminars, symposiums (US\$5,000.00) and shall be used for workshops, trainings and other conferences
14	IFBNO.LMHRA/SBA/RFQ/005/2022	Event Catering	Event catering, this contract package is taken from the budget line Workshops, conferences, seminars and symposiums (US\$7,000.00) and shall be used for workshops, training and other conferences
15	IFBNO.LMHRA/SBA/NCB/004/2022	Personnel Insurance Coverage	This contract package is intended to hire the services of a firm to provide medical insurance coverage for LMHRA staffs
16	IFBNO.LMBHRA/SBA/SS/002/2022	Land	This contract package shall be used to purchase the land for the construction of LMHRA offices.
17	IFBNO.LMHRA/SBA/RB/006/2022	Household Utensils	This contract package is taken from the budget line equipment and household materials (US\$20,000.00) and shall be used to procure household materials for LMHRA offices at the RIA, and major borders and crossing points between Liberia and others neighboring countries in the fight against substandard drugs entry into the country.
18	IFBNO.LMHRA/SBA/NCB/005/2022	Office Machinery and Equipment	This contract package is funded from the budget line machinery and other equipment (US\$20,000.00) and shall be used to procure accessories of office equipment, photocopiers, scanners and others.

Prepared by: 
Hava T. Tambah
Procurement Director

Approved by: 
Pharm. Keturah C. Smith-Chineh
Chairman/ Procurement Committee

Date: Sept 13, 2022



P.P. 
Sept. 15, 2022