



REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA
WEBSITE: www.ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/005/'26

January 22, 2026

Dr. Louise M. Kpoto
MINISTER
Ministry of Health (Sass Town Health Center)
Republic of Liberia

Dear Dr. Kpoto:

Subject: PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2026

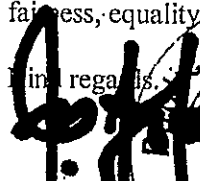
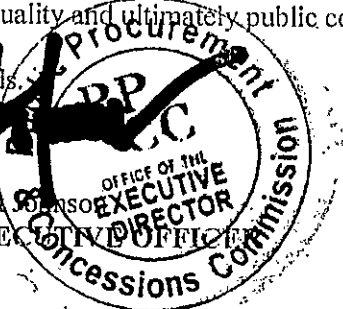
We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Ministry of Health (MOH -- Sass Town) SBA Procurement Plans for FY 2026 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform you that your plan has been **Provisionally Approved** pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved Draft Procurement Plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the budget is approved by the President and you ascertain the availability of funding. Please ensure to include notifications of this information in the tender documents for bud. framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

Upon passage of the Fiscal Year 2026 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MOH's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Fiscal Year 2026 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended 2025 Fiscal Year, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for Fiscal Year 2026.

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 faithfully,

Bodger S. Johnson
CHIEF EXECUTIVE OFFICER




Office of the Minister

REPUBLIC OF LIBERIA
MINISTRY OF HEALTH

P. O. BOX 10-9009
1000 MONROVIA 10, LIBERIA
WEST AFRICA

MOH/RL/LMK-M/1808/25

December 18, 2025

Dear Hon. Johnson:

**Submission of the Sass Town Health Center Plan, Explanatory Notes, and Budget Summary for FY:
2026 with Funding from the Government of Liberia**

I am pleased to present my compliments and submit the above-mentioned Procurement Plan along with the attached narratives and budget summary for your approval for FY: 2026.

This plan is meant for the procurement of various items intended for the smooth operation of Sass Town Health Center.

The attached plan is consistent with the Amended Public Procurement & Concessions Act of 2010, Part-IV, Section 40(3) which states,

“After review and any modification by the Procurement Committee, the Procurement Committee shall furnish a copy of the annual procurement plan to the Commission for approval.”

Attached is documentary evidence of budget to authenticate the availability of funds for the above-mentioned activities.

Thank you as I look forward to a speedy response to enhance the process.

Sincerely yours,


Louise M. Kpoto, MD, MPH, MMed-OBGYN, PhD, FWACS, FLCPS
MINISTER




Hon. Bodger Scott Johnson
Executive Director
Public Procurement & Concessions Commission
Capitol Hill
Monrovia, Liberia


MINISTRY OF HEALTH
 SASSTOWN HEALTH CENTER PROCUREMENT PLAN (SBA BUDGET)
 FUNDING SOURCE: GOL
 FISCAL YEAR: JANUARY - DECEMBER 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												REMARKS/ Responsible person
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION	ACCEPTANCE & FINAL PAYMENT		
PLANNED	1 IFB No. MOH/SHC/GOL/SBA/RFQ/001/2026	Peterolum Product	G-4661	1583gallons @6.00	\$ 9,498.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26		
UPDATE																			
ACTUAL																			
PLANNED	2 IFB No. MOH/SHC/GOL/SBA/RFQ/002/2026	Communication Cards	J-6120	200pcs @5.00	\$ 1,000.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26		
UPDATE																			
ACTUAL																			
PLANNED	3 IFB No. MOH/SHC/GOL/SBA/RFQ/003/2026	Cleaning Materials	G-4773	Assorted	\$ 7,250.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26		
UPDATE																			
ACTUAL																			
PLANNED	4 IFB No. MOH/SHC/GOL/SBA/RFQ/004/2026	Event Catering	J-5621	1 Firm	\$ 1,500.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26		
UPDATE																			
ACTUAL																			
					\$ 19,248.00														

Signed by: 
 Jacob L.N. Mappo / Procurement Director

Approved by: 
 Dr. Louise M. Kpoto - Minister
 Procurement Cttee. Chairperson




 01/19/26



MINISTRY OF HEALTH
 SASSTOWN HEALTH CENTER PROCUREMENT PLAN (NON-SBA BUDGET)
 FUNDING SOURCE: GOL
 FISCAL YEAR: JANUARY - DECEMBER 2026

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												
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PLANNED	1	IFB No MOH/SHC/GOL/RFO/001/2026	Stationery & Office Supplies	G-4761	Assorted	\$ 5,350.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No MOH/SHC/GOL/RFO/002/2026	Repair & Maintenance- Civil	F-4100	1 Firm	\$ 2,300.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No MOH/SHC/GOL/RFO/003/2026	Essential Drugs & Medical Consumables	G-4649	Assorted	\$ 6,400.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB No MOH/SHC/GOL/RFO/004/2026	Repair & Maintenance Vehicle (Spare Parts)	C-3314	Assorted	\$ 4,250.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No MOH/SHC/GOL/RFO/005/2026	Office Equipment	G-4759	Assorted	\$ 4,200.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB No MOH/SHC/GOL/RFO/006/2026	Printing & Publication	C-1811	Assorted	\$ 900.00	RFQ	15-Jan-26	22-Jan-26	29-Jan-26	5-Feb-26	12-Feb-26	19-Feb-26	26-Feb-26	5-Mar-26	N/A	30-Nov-26	31-Dec-26	
UPDATE																			
ACTUAL																			
					GRAND TOTAL	\$ 23,400.00													



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6/15/26



Approved by: Dr. Louise M. Kpoto, MINISTER, Procurement Cttee. Chairperson



Explanatory Note
Sass Town Health Center Annual Procurement Plan (SBA-Budget)
Funding Source: GOL
Fiscal Year 2026

No	Package Number (code)	Contract Package	Explanation
1	IFB No. MOH/GOL/SHC/SBA/RB/001/2026	Petroleum Product	This package is intended for the procurement of Fuel, Gasoline and Oil for Ambulances, Generator, Motorbike, Utility Vehicle etc.
2	IFB No. MOH/SHC/SBA/RFQ/002/2026	Communication Cards	This package is intended for the procurement of communication/Scratch cards for Internet and cards for the staffs.
3	IFB No. MOH/SHC/SBA/RFQ/003/2026	Cleaning Materials	This Line is for the procurement of Cleaning/Sanitary materials for the Facility Offices.
4	IFB No. MOH/SHC/SBA/RFQ/004/2026	Event Catering	This line is aimed at Hiring Catering Services for SMT Meeting, Supervisors meeting etc.

Signed by: 
 Jacob L.N. Wapoe
 Procurement Director




 01/15/26

Attested by: _____ Date: Dec 23 2025
 Dr. Louise M. Kpoto
 Procurement Ctee. Chairperson

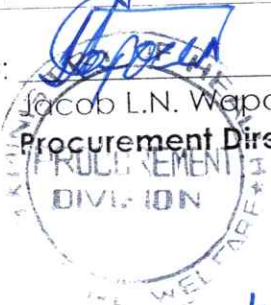


Explanatory Note
Sass Town Health Center Annual Procurement Plan (Non- SBA Budget)
Funding Source: GOL
Fiscal Year 2026

No	Package Number (code)	Contract Package	Explanation
1	IFB No. MOH/GOL/SHC/RFQ/001/2026	Stationery & Office Supplies	This package is intended for the Procurement of assorted Stationery items for the Facility.
2	IFB No. MOH/GOL/SHC/RFQ/002/2026	Repair & Maintenance Building	This package is aimed at procuring assorted building materials for the maintenance of the Facility.
3	IFB No. MOH/GOL/SHC/RFQ/003/2026	Essential Drugs & Medical Consumable	This is intended for the Procurement of Drugs & Medical Supplies for the facility ER & OR.
4	IFB No. MOH/GOL/SHC/RFQ/004/2026	Repair & Maintenance Vehicle (Spare Parts)	This portion is intended for the procurement of Spare parts for regular servicing and maintenance of the facility Vehicle.
5	IFB No. MOH/GOL/SHC/RFQ/005/2026	Office Equipment	This package is for the Procurement of Furniture for the Facility.
6	IFB No. MOH//GOL/SHC/RFQ/006/2026	Printing & Publication	This package is intended for the printing of patients charts, Bin Cards and patients cards.

Signed by: _____

Jacob L.N. Wapoe
 Procurement Director



[Handwritten signature]
 01/13/26

Attested by: _____

Dr. Louise M. Kpote
 Procurement Ctee. Chairperson



Date: _____

Dec 23 2025

