



Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



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Ref. PPCC/RL/CEO/0703/'19

October 8, 2019

Hon. Norwu G. Howard  
**DEPUTY MINISTER FOR ADMINISTRATION**  
Ministry of Health  
Republic of Liberia

Dear Hon. Howard:

Subject: **RECEIPT AND APPROVAL OF RIVER GEE COUNTY HEALTH SYSTEM SPECIAL PROJECT (FARA) 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 **Ministry of Health** 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 Ministry of Health that its project Procurement Plan for the River Gee County Health Team 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,

  
Jargbe Roseline Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

# MINISTRY OF HEALTH

## PROCUREMENT PLAN (RIVER GEE COUNTY HEALTH TEAM-RGCHT)

Source of Funding: USAID (FARA YEAR-4)  
Fiscal Year: 2019/2020

ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY	QTY	ESTIMATED COST (USD)	PROCURE MENT	TECHNICAL SPECS/BOQ/DR	PREP OF BID DOCUMENT	PC APPROVAL BID DOC/TECH	BID INVITATION & RELEASE OF	BID SUBMISSION/P	IMPLEMENTATION DATE	PC APPROVAL - BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT	DELIVERY INSPECTION	ACCEPTANCE & FINAL	REMARKS/ Responsible
PLANNED	1	IFB No. RGCHT/FARA/RB/001/19/20	Petroleum Products	15,204 Gallons @ 5.00	\$ 76,020.00	RB	13-Aug-19	20-Aug-19	23-Aug-19	30-Aug-19	13-Sep-19	20-Sep-19	27-Sep-19	18-Oct-19	N/A	13-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	2	IFB No. RGCHT/FARA/RB/002/19/20	Stationery and Supplies	Assorted	\$ 25,549.00	RB	13-Aug-19	20-Aug-19	23-Aug-19	30-Aug-19	13-Sep-19	20-Sep-19	27-Sep-19	18-Oct-19	N/A	15-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	3	IFB No. RGCHT/FARA/RB/003/19/20	Cleaning	1 Firm	\$ 57,077.00	RB	16-Aug-19	23-Aug-19	26-Aug-19	2-Sep-19	16-Sep-19	23-Sep-19	30-Sep-19	21-Oct-19	N/A	18-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	4	IFB No. RGCHT/FARA/RB/004/19/20	Scratch Cards	Assorted	\$ 2,640.00	RFQ	16-Aug-19	23-Aug-19	26-Aug-19	2-Sep-19	16-Sep-19	23-Sep-19	30-Sep-19	21-Oct-19	N/A	18-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	5	IFB No. RGCHT/FARA/RB/004/19/20	Minor Cycle Repair & Maintenance	1 Firm	\$ 20,220.00	RB	17-Aug-19	24-Aug-19	27-Aug-19	3-Sep-19	17-Sep-19	24-Sep-19	1-Oct-19	22-Oct-19	N/A	19-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	6	IFB No. RGCHT/FARA/RB/005/19/20	Non-Medical Supplies	Assorted	\$ 15,550.00	RB	17-Aug-19	24-Aug-19	27-Aug-19	3-Sep-19	17-Sep-19	24-Sep-19	1-Oct-19	22-Oct-19	N/A	19-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	7	IFB No. RGCHT/FARA/RB/006/19/20	Medical Equipment	Assorted	\$ 22,630.00	RB	18-Aug-19	25-Aug-19	28-Aug-19	4-Sep-19	18-Sep-19	25-Sep-19	2-Oct-19	23-Oct-19	N/A	20-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	8	IFB No. RGCHT/FARA/RB/007/19/20	Office Equipment	Assorted	\$ 16,000.00	RB	18-Aug-19	25-Aug-19	28-Aug-19	4-Sep-19	18-Sep-19	25-Sep-19	2-Oct-19	23-Oct-19	N/A	20-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	9	IFB No. RGCHT/FARA/RB/008/19/20	Furniture	Assorted	\$ 2,175.00	RFQ	30-Aug-19	6-Sep-19	13-Sep-19	20-Sep-19	27-Sep-19	4-Oct-19	11-Oct-19	1-Nov-19	N/A	22-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	10	IFB No. RGCHT/FARA/RB/008/19/20	Motor Cycle	9	\$ 43,000.00	RB	19-Aug-19	26-Aug-19	29-Aug-19	5-Sep-19	19-Sep-19	26-Sep-19	3-Oct-19	24-Oct-19	N/A	21-Nov-19	30-Jun-20	
UPDATE ACTUAL																		
PLANNED	11	IFB No. RGCHT/FARA/RB/009/19/20	Drugs & Medical Supplies	Assorted	\$ 15,963.00	RB	19-Aug-19	26-Aug-19	29-Aug-19	5-Sep-19	19-Sep-19	26-Sep-19	3-Oct-19	24-Oct-19	N/A	21-Nov-19	30-Jun-20	
UPDATE ACTUAL																		

*October 3, 2019*

*[Signature]*







# RGCHT FARA PROJECT PROCUREMENT PLAN EXPLANATORY NOTES

**Fiscal Year: 2019 – 2020**

## 1. CORE BUDGET

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB No. RGCHT/FARA/RB/001/19/20	Petroleum Products	This contract package is set to procure petroleum products including fuel, gasoline, lubricants and the likes for RGCHT vehicles and generators and also conduct activities in and out of the county.
2	IFB No. RGCHT/FARA/NCB/001/19/20	Stationery and Supplies	This Contract package is set to procure assorted stationeries and supplies (A4 Papers, Pencils, Pen, Cartridges, Box files, etc.) for RGCHT offices at county, district and health facilities level. The county will use the RB method of procurement due to the cost of publication when compared to the cost of the package. The bidding document will be issued to known suppliers known for the supplies and delivery of such items
3	IFB No. RGCHT/FARA/RB/002/19/20	Catering	This contract package is set to provide feedings during workshops, trainings, conferences and meetings within the county.
4	IFB No. RGCHT/FARA/RFO/001/19/20	Scratch Cards	This contract package is set to procure communication/scratch cards to enable staff communicate effectively while discharging their responsibilities and duties while at the same time accessing the internet to report to Central ministry and partners. Quantity to procure is 528pcs at \$US5.00 apiece.
5	IFB No. RGCHT/FARA/RB/003/19/20	Motor Cycle Repair & Maintenance	This contract package is set to procure the services of motorcycle repair and maintenance firm, also procure needed spare parts to maintain and enhance the work of county, district and health facility staff especially in hard to reach areas. Some spare parts are for motorcycle are, Sprocket, Drive chain, Front/Back tires, Inner tube, Chain cover, 2 stroke oil, etc.
6	IFB No. RGCHT/FARA/RB/004/19/20	Non-Medical Supplies	This Contract package is set to procure assorted non-medical supplies for RGCHT at county, district and health facilities level. Some of the needed non-medical supplies include bedspread, pillow, beds, plastic chairs, shelves, wall clocks, plastic buckets with faucets, etc.

October 2019

# RGCHT FARA PROJECT PROCUREMENT PLAN EXPLANATORY NOTES

**Fiscal Year: 2019 – 2020**

7	IFB No. RGCHT/FARA/RB/005/19/20	Medical Equipment	<p>This contract package is set to procure Medical equipment and IPC related materials for the RGCHT, including district and health facility level. Some of those medical equipment include, Fetal Doppler 90A, BP cuffs, Stethoscopes, Delivery beds, Delivery sets, Birthing chairs, Suturing sets, Resuscitation tables, Thermometers, etc.</p>
8	IFB No. RGCHT/FARA/RB/006/19/20	Office Equipment	<p>This contract package is set to procure assorted office equipment for county central office use. Some of those equipment include, Laptops, Heavy Duty photocopier, Printers, Projectors, Shredders, etc.</p>
9	IFB No. RGCHT/FARA/RFO/002/19/20	Furniture (Office Furniture)	<p>This contract package is set to procure Office furniture for health facilities within the county. These furniture include office chairs, benches, desk, wooden cabinet, tables etc.</p>
10	IFB No. RGCHT/FARA/RB/007/19/20	Drugs & Medical Supplies	<p>This contract package is set to procure assorted essential drugs and medical supplies at RGCHT health facilities level. Drugs such as Amoxicillin, various medical forms, ferrous and folic acid, fansidal 250mg, MGSO4 1200AMP, steroid gloves, Ampicillin 1g, ORS, zinc sulphate 20mg, Calcium gluconate, etc.</p>
11	IFB No. RGCHT/FARA/RFO/003/19/20	Internet Subscription	<p>This contract package is set to procure internet subscription for 12months to enhance support supervisory and reporting activities as it relates to communication at the county level.</p>
12	IFB No. RGCHT/FARA/RB/009/19/20	Cleaning Materials	<p>This contract package is set to procure cleaning materials and IPC related materials for county, district and health facility levels in order to promote good hygiene practices. Some of these cleaning materials include, cleaning gloves, cutlasses, rakes, soft/hard brooms, rexoguard, tissues, klim tide soap, floor mop, chloride, dust bin, air freshener, mosquito spray, washing soap, etc.</p>
13	IFB No. RGCHT/FARA/RFO/004/19/20	Vehicle Repair & Maintenance (parts)	<p>This contract package is meant to procure vehicle spare parts for the maintenance and servicing of RGCHT vehicles. Some of the spare parts to be procure are, priming pump, fuel elements, batteries, radiators coolant, wheel bearings, tires, oil filters, brake shoes/pads, brake fluid, piston repair kits, clutch disc, front/back shock absorber, alternator belts, etc.</p>

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# RGCHT FARA PROJECT PROCUREMENT PLAN EXPLANATORY NOTES

**Fiscal Year: 2019 – 2020**

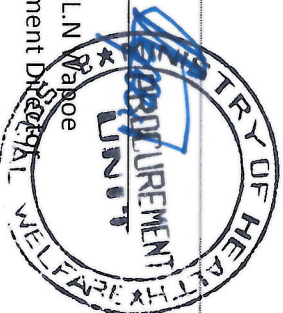
14	IFB No. RGCHT/FARA/RFO/005/19/20	Generator Repair & Maintenance	This contract package is set to procure generator spare parts for the maintenance and servicing of RGCHT generators. Some of the spare parts include, Fuel filters, oil filters, engine oil, etc.
15	IFB No. RGCHT/FARA/RFO/006/19/20	Civil Repair & Maintenance (Civil Works)	This contract package is set to procure the services of firms for the maintenance and repair of RGCHT facilities including spare parts for the submersible pumps and hand pumps for FARA supported health facilities and administrative offices. The RGCHT will use the Force Account Method, where it will use the county facility staff to carry out the work.
16	IFB No. RGCHT/FARA/RFO/008/19/20	Vehicle Rental	This contract package is set to procure services for the transportation of huge cargo materials to and within county.
17	IFB No. RGCHT/FARA/RB/010/19/20	Solar Panel set	This contract package is set to procure solar panel set to provide electricity to facilities at night. Some of the things to be procure are, solar panel, batteries, solar charge controllers, etc.
18	IFB No. RGCHT/FARA/RB/011/19/20	Vehicle	This contract package is set to procure one mini truck and one pick up for transportation and delivery of services to various facilities in the county.
19	IFB No. RGCHT/FARA/RFO/009/19/20	Hall Rental	This contract package is set to procure the services of hall facilities within the county to host workshops, meetings and conferences, etc.
20	IFB No. RGCHT/FARA/RFO/010/19/20	Anti-Shock Garment	This contract package is set to procure equipment to help prevent maternal deaths and create the atmosphere for safe delivery.
21	IFB No. RGCHT/FARA/RB/012/19/20	Motor Cycle	This contract package is to procure nine (9) motorcycles to enable staff of the facility and health professionals effectively discharge their duties and responsibilities.

Signed: \_\_\_\_\_

Approved: \_\_\_\_\_

Date: August 22, 2019

*oakley 8/20/19*  
 Jacob L.N. Waipo  
 Procurement Director



Madam Norwul G. Howard, MSN  
 Deputy Minister, Administration



*Roberts*