



REPUBLIC OF LIBERIA  
**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**  
 EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: www.pccc.gov.lr EMAIL: info@pccc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0279/25'**

February 18, 2025

Hon. Enoch D. Morris  
**ADMINISTRATOR**  
 C.B. Dunbar Hospital  
 Civil Compound, Gbarnga City  
 Republic of Liberia

Dear Hon. Morris:

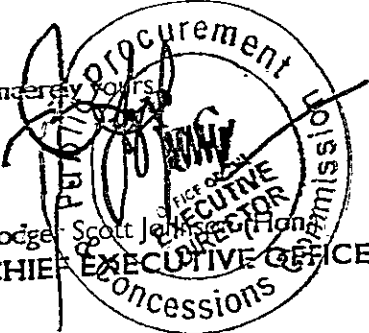
Subj: **APPROVAL OF ANNUAL PROCUREMENT PLAN FOR THE FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the C.B. Dunbar Hospital (CBDH) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the CBDH annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the CBDH that the 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.

The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states *"each Procuring Entity, shall, quarterly 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. However, an updated procurement plan shall accompany said notice to the Commission."*

Please note that the Commission's full approval of a method on the procurement plan is deemed to be the approval of the Procuring Entity, and as such, the Procuring Entity will not be required to request the use of said approved method again.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily compliant with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality, and ultimately public confidence in our procurement and concessions processes.

Sincerely yours,  
  
 Scott Johnson  
**CHIEF EXECUTIVE OFFICER**

Regulating Procurement Compliance for National Development



# C.B. DUNBAR HOSPITAL

Civil Compound, Gbarnga City, Bong County- Liberia

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Office of the Administrator

February 5, 2025

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

Subject: **Submission of (GOL) Procurement Plan**

Dear Hon. Johnson

We are pleased to present our compliments and submit the C.B. Dunbar Hospital procurement plan for your approval for FY 2025. The C.B. Dunbar Hospital has received funds form the Government of Liberia (GOL) for the procurement of assorted items for the FY: 2025.


The attached plans are consistent with the Amended Public Procurement & Concessions Act of 2010, Part-IV, Section 40(3).

*" After review and any modification by the procurement committee, the Entity shall furnish a copy to your commission for approval."*

The procurement process for the assignment will shortly commence if the plan is accepted and endorsed by the commission.

We look forward to a speedy response to enhance the process.

Kindly regards

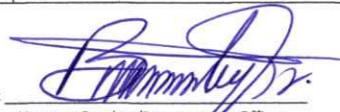
  
Mr. Enoch D. Morris  
Administrator/CBDH  
Proc. Committee Co-Chair




John Suro  
02/13/2025  
TIME 10:30AM

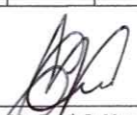
PROCUREMENT NON SBA PLAN (C.B.Dunbar Hospital) 2025  
 FUNDING SOURCE: (GOL) Non-SBA Plan  
 FISCAL YEAR: JANUARY 2, 2025 - DECEMBER 31, 2025

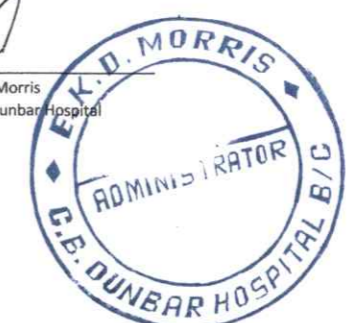
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ITEM NO.	BASIC DATA					IMPLEMENTATION DATE													REMARKS/Responsible person
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREF. OF BID DOCUMENT	PC APPROVAL - 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)	ACCEPTANCE & FINAL PAYMENT		
PLANNED	1	IFB No. MOH/ CBDH/GOL/RB/001/2025	Petroleum Product & Lubricant	G-4661	8,381.8 gals@5.5	\$ 46,100.00	RB	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	18-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No. MOH/CBDH/GOL/RFQ/001/2025	Stationery & Office Supplies	G-4761	Assorted	\$ 5,080.00	RFQ	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	20-Mar-25	27-Mar-25	3-Apr-25	17-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. MOH/CBDH/GOL/RFQ/002/2025	ICT Equipment	G-4761	3 units	\$ 4,500.00	RFQ	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	20-Mar-25	27-Mar-25	3-Apr-25	17-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB No. MOH/CBDH/GOL/RB/002/2025	Drugs & Medical Consumable	C-4772	1 Firm	\$ 20,000.00	RB	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	20-Mar-25	27-Mar-25	3-Apr-25	17-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No. MOH/CBDH/GOL/RB/003/2025	Vehicle Purchase	G-4510	1 units	\$ 28,000.00	RB	31-Jan-25	7-Feb-25	14-Feb-25	21-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	18-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB No. MOH/ CBDH/GOL/RFQ/003/2025	Cleaning Materials	J-5629	Assorted	\$ 8,440.00	RFQ	31-Jan-25	7-Feb-25	14-Feb-25	21-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	18-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB No. MOH/CBDH/GOL/RFQ/004/2025	Generator Spare Parts	G-4659	Assorted	\$ 9,000.00	RFQ	31-Jan-25	7-Feb-25	14-Feb-25	21-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	18-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	8	IFB No. MOH/CBDH/GOL/RFQ/005/2025	Motorbikes spare Parts	G-4540	Assorted	\$ 960.00	RFQ	3-Feb-25	10-Feb-25	17-Feb-25	24-Feb-25	26-Mar-25	2-Apr-25	9-Apr-25	16-Apr-25	N/A	28-Nov-25	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	9	IFB No. MOH/CBDH/GOL/RFQ/006/2025	Repair & Maint-Civil	F-4330	Assorted	\$ 28,803.00	RFQ	3-Feb-25	10-Feb-25	17-Feb-25	24-Feb-25	26-Mar-25	2-Apr-25	9-Apr-25	16-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	10	IFB No. MOH/CBDH/GOL/RB/004/2025	Machinery & Other Equipment	G-4659	2 unit	\$ 17,600.00	RB	3-Feb-25	10-Feb-25	17-Feb-25	24-Feb-25	26-Mar-25	2-Apr-25	9-Apr-25	16-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
GRAND TOTAL						\$ 168,483.00													

Signed by:   
 Houston Barclay / Procurement Officer

  
 2/18/25



Approved By:   
 Mr. Enoch D. Morris  
 Administrator / C.B. Dunbar Hospital



PROCUREMENT SBA PLAN (C.B.Dunbar Hospital) 2025  
 FUNDING SOURCE: (GOL) SBA Plan  
 FISCAL YEAR: JANUARY 2, 2025 - DECEMBER 31, 2025

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													
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/POQ/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)	ACCEPTANCE & FINAL PAYMENT	REMARKS/Responsible person	
PLANNED	1	IFB No.MOH/CBDH/GOL/SBA/RFQ/001/2025	Communication Cards	J-6190	600 pcs	\$ 3,000.00	RFQ	28-Jan-25	4-Feb-25	11-Feb-25	18-Feb-25	25-Feb-25	4-Mar-25	11-Mar-25	25-Mar-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No. MOH/CBDH/GOL/SBA/RFQ/002/2025	Laboratory Consumable	C-4772	Assorted	\$ 6,000.00	RFQ	28-Jan-25	4-Feb-25	11-Feb-25	18-Feb-25	18-Mar-25	25-Mar-25	1-Apr-25	15-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. MOH/CBDH/GOL/SBA/RFQ/003/2025	Equipment Rental	N-7710	1 Firm	\$ 1,500.00	RFQ	28-Jan-25	4-Feb-25	11-Feb-25	18-Feb-25	18-Mar-25	25-Mar-25	1-Apr-25	15-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB No.MOH/CBDH/GOL/SAB/RFQ/004/2025	Vehicles Insurance	K-6512	1 Firm	\$ 1,000.00	RFQ	28-Jan-25	4-Feb-25	11-Feb-25	18-Feb-25	19-Mar-25	26-Mar-25	2-Apr-25	9-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No. MOH/CBDH/GOL/SBA/RFQ/005/2025	Solar Panels Batteries	D-3510	1 Firm	\$ 10,000.00	RFQ	28-Jan-25	4-Feb-25	11-Feb-25	18-Feb-25	19-Mar-25	26-Mar-25	2-Apr-25	9-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB No. MOH/CBDH/GOL/SBA/RFQ/006/2025	Media Relations	G-4520	assorted	\$ 1,200.00	RFQ	28-Jan-25	16-Jan-25	23-Jan-25	30-Jan-25	28-Feb-25	7-Mar-25	14-Mar-25	21-Mar-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB No. MOH/CBDH/GOL/SBA/RFQ/007/2025	Electricity	D-3510	1 firm	\$ 1,800.00	RFQ	28-Jan-25	4-Feb-25	11-Feb-25	18-Feb-25	20-Mar-25	27-Mar-25	3-Apr-25	10-Apr-25	N/A	28-Nov-25	12/31/2025	
UPDATE																			
ACTUAL																			
PLANNED	8	IFB No. MOH/CBDH/GOL/SBA/RFQ/008/2025	Water & Sewage (Wash Activities)	F-4290	1 firm	\$ 1,500.00	RFQ	29-Jan-25	5-Feb-25	12-Feb-25	19-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	11-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	9	IFB No. MOH/CBDH/GOL/SBA/RFQ/009/2025	Repair & Maint. ICT Equipment	S-9511	Assorted	\$ 500.00	RFQ	29-Jan-25	5-Feb-25	12-Feb-25	19-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	11-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	10	IFB No. MOH/CBDH/GOL/SBA/RFQ/010/2025	Repair & Maint. Machinery	G-4659	Assorted	\$ 750.00	RFQ	29-Jan-25	5-Feb-25	12-Feb-25	19-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	11-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB No. MOH/CBDH/GOL/SBA/RFQ/011/2025	Event Catering	J-5621	1 Firm	\$ 5,375.00	RFQ	29-Jan-25	5-Feb-25	12-Feb-25	19-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	11-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	12	IFB No. MOH/CBDH/GOL/SBA/RFQ/012/2025	Residential Property Rental	L-8110	1 firm	\$ 12,500.00	RFQ	29-Jan-25	5-Feb-25	12-Feb-25	19-Feb-25	21-Mar-25	28-Mar-25	4-Apr-25	11-Apr-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			
PLANNED	13	IFB No. MOH/CBDH/GOL/SBA/RFQ/013/2025	Motor bikes Purchase	G-4540	4 units	\$ 5,000.00	RFQ	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	27-Feb-25	6-Mar-25	13-Mar-25	20-Mar-25	N/A	28-Nov-25	31-Dec-25	
UPDATE																			
ACTUAL																			

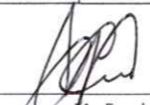
*H. Borchers*  
 C.B. Dunbar

*[Signature]*  
 2/18/25

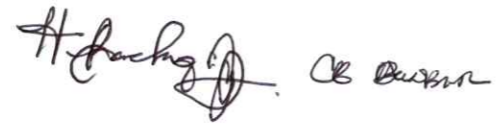


PLANNED	14	IFB No. MOH/CBDH/GOL/SBA/RFQ/014/2025	Repair & Maint. Vehicle (Spare Parts)	G-4540	4 units	\$ 4,500.00	RFQ	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	22-Mar-25	29-Mar-25	5-Apr-25	12-Apr-25	N/A	28-Nov-25	31-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	15	IFB No. MOH/CBDH/GOL/SBA/RFQ/015/2025	Medical Equipment	G-4772	1 unit	\$ 5,000.00	RFQ	30-Jan-25	6-Feb-25	13-Feb-25	20-Feb-25	21-Feb-25	28-Feb-25	7-Mar-25	21-Mar-25	N/A	28-Nov-25	31-Dec-25
UPDATE																		
ACTUAL																		
GRAND TOTAL						\$ 59,625.00												

Signed by:   
Houston Barclay / Procurement Officer

Approved By:   
Mr. Enoch D. Morris  
Administrator / C.B. Dunbar Hospital



 C.B. Dunbar

  
2/18/25

  
2/19/25




**C. B. Dunbar Hospital Procurement Plan Explanatory Note**  
**Source of Funding: GOL**  
**Fiscal Year: February 5, 2025 – December 31, 2025**

SBA and Non-SBA Budget Procurement Explanatory note

**EXPLANATORY NOTES TO PROCUREMENT PLAN**

Item No	Contract package (CODE)	Contract package	Procurement Contract Package Content
1	IFB No. MOH/CBDH/GOL/RB/001/2025	Petroleum Products & Lubricants	This package is intended for the acquisition of fuel and lubricants for Ambulance, generators, staff vehicle and motorbikes for outreach programs, with the estimated costs of (8,381.81 gallons @ \$5.5 = US\$46,100).
2	IFB No. MOH/CBDH/GOL/RFQ/001/2025	Stationeries and office supplies	This package is intended for the acquisition of office supplies such as: cartons of A4 paper, envelopes, pens, cartridge 85A, Ledger, A4 Folder, Staple machine, Canon cartridge 725, etc. with the estimated costs of US\$5,080.
3	IFB No. MOH/CBDH/GOL/RFQ/002/2025	ICT Equipment	This package is for the acquisition of three laptop for the MD, ADM and another staff, with the estimated costs of (1 @ \$1,500 = US\$4,500)..
4	IFB No. MOH/CBDH/GOL/RB/002/2025	Drugs & Medical consumables	This package is intended for the acquisition of essential drugs and medical supplies such as atropine, ceftriaxone, metronidazole, propofol, carbamazepine, spinal needles, Marcaine, adrenaline, ampicillin, amitriptyline, tetanus antitoxin, hydrocortisone, tramadol, artesunate, paracetamol, pentazocine, sutures, examination gloves, surgical gloves, BP cuff, etc., with the estimated costs of US\$20,000.
5	IFB No. MOH/CBDH/GOL/RB/003/2025	Vehicle Purchase	Procure one land cruiser & one Urban Bus, with the estimated costs of US\$28,000.
6	IFB No. MOH/CBDH/GOL/RFQ/003/2025	Cleaning materials	This package is intended for the acquisition of Tide soap, chloride, delta, laundry soap, Spray gone, air-freshener, tissue, soft broom, mop, mop wheels, trash Can, heavy duty gloves, etc. with the estimated costs of US\$8,440.
7	IFB No. MOH/CBDH/GOL/RFQ/004/2025	Generator Spare Parts	This package is intended for the purchase of generator engineer oil, air filter, fuel filter etc. with the estimated costs of US\$9,000.
8	IFB No. MOH/CBDH/GOL/RFQ/005/2025	Rep. & Maint. - Motor Cycles	This package is intended for the purchase of motor cycles engineer oil, tube, spake plug, brake shoes etc. with the estimated costs of US\$960.
9	IFB No. MOH/CBDH/GOL/RFQ/006/2025	Rep. & Maint Civil works	This package is intended for the acquisition of material, commodes for bathrooms, fans for wards, hand pump for patients to ensure constant supply of water, electric wire, etc. With the estimated costs of US\$28,803.
10	IFB No. MOH/CBDH/GOL/RB/004/2025	Machinery & Other Equipment	This package is intended for the Purchase 1 Generator (150 KVA) and 1 grass cutting machine, with the estimated costs of US\$17,600.
11	IFB No. MOH/CBDH/GOL/SBA/RFQ/001/2025	Communication Cards for Data collections	This package is intended for the acquisition of communication cards for emergency calls and internet coverage, with the estimated costs of (600 @ 5 = US\$3,000).
12	IFB No. MOH/CBDH/GOL/SBA/RFQ/002/2025	Laboratory Consumable	This package is intended for the acquisition of laboratory equipment/supplies and reagents, with the estimated cost of US\$6,000.
13	IFB No. MOH/CBDH/GOL/SBA/RFQ/003/2025	Equipment Rental	Equipment Rental and Lease ( It will be used to do some land scalping on the hospital compound, with the estimated cost of US\$1,500.
14	IFB No. MOH/CBDH/GOL/SAB/RFQ/004/2025	Vehicles Insurance	This package is intended to insure the two vehicles that will be purchase, with the estimated cost of US\$1,000.
15	IFB No. MOH/CBDH/GOL/SBA/RFQ/005/2025	Solar Panels Batteries	This package is intended for the purchase of batteries for the solar system at the ER, Medical ward, Surgical, Peds Ward and Administrative building, with the estimated cost of US\$10,000.



## C. B. Dunbar Hospital Procurement Plan Explanatory Note

Source of Funding: GOL

Fiscal Year: February 5, 2025 – December 31, 2025

16	IFB No. MOH/CBDH/GOL/SBA/RFQ/006/2025	Media Relations	This package is intended for contract signing with radio stations for health talks and sensitization, information disseminations, with the estimated cost of US\$1,200.
17	IFB No. MOH/CBDH/GOL/SBA/RFQ/007/2025	Electricity	This package is intended for the purchase of current for the doctors annex, with the estimated cost of US\$1,800.
18	IFB No. MOH/CBDH/GOL/SBA/RFQ/008/2025	Water & Sewage (Wash Activities)	This package is intended to remove waste from the hospital compound, with the estimated cost of US\$1,500.
19	IFB No. MOH/CBDH/GOL/SBA/RFQ/009/2025	Repair & Maint. ICT Equipment	This package is intended for the repair of ITC equipment, with the estimated cost of US\$1,500.
20	IFB No. MOH/CBDH/GOL/SBA/RFQ/010/2025	Repair & Maint. Machinery	This package is intended to Procure servicing parts for other laboratory machines, with the estimated cost of US\$750.
21	IFB No. MOH/CBDH/GOL/SBA/RFQ/011/2025	Event Catering	This package is intended for the acquisition of breakfast and lunch for trainers and trainees during training, with the estimated costs of US\$5,375.
22	IFB No. MOH/CBDH/GOL/SBA/RFQ/012/2025	Residential Property Rental	This package is intended to pay for Property Rental and Lease for the intern, resident doctors and other staffs, with the estimated costs of US\$12,500.
23	IFB No. MOH/CBDH/GOL/SBA/RFQ/013/2025	Motor bikes Purchase	This package is intended to procure Four TVS black exhaust Motor bikes for the hospital, with the estimated costs of (4 @ 1,250 =US\$5,000.
24	IFB No. MOH/CBDH/GOL/SBA/RFQ/014/2025	Repair & Maint. Vehicle (Spare Parts)	This package is intended for the purchase of spare parts for the four hospital vehicles, with the estimated costs of US\$4,500
25	IFB No. MOH/CBDH/GOL/SBA/RFQ/015/2025	Medical Equipment	This line item is intended for the acquisition of Medical Equipment for C.B. Dunbar Hospital, with the estimated costs of US\$5,000.

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



Houston Barclay  
Procurement Officer

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



Mr. Enoch D. Morris  
Administrator/ C.B. Dunbar Hospital

