



Office of the Minister
MOH/RL/LMK-M/959/25

REPUBLIC OF LIBERIA
MINISTRY OF HEALTH

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

March 4, 2025

Dear Hon. Johnson:

Submission of Grand Bassa County Health Team GOL Procurement Plan for the Fiscal Year 2025

I am pleased to present my compliments and hereby submit for your review and approval the Grand Bassa County Health Team (GBCHT) Procurement Plan for the fiscal year 2025. The Government of Liberia supports the health system strengthening in majority priority areas such as goods (drugs), works (Renovations) and Services (Non-consultancy services). Thus, this plan outlines the procurement activities and budget allocations for the CHT to ensure that procurement processes are efficiently and effectively managed in line with the Public Procurement and Concessions Act (PPCA) and related regulations.

The CHT is requesting the Commission's (PPCC) No Objection to use Restrictive Bidding (RB) for the petroleum product and Repair & Maintenance Civil packages. This is because the service providers are known and will be issued the bidding document.

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 Procurement Committee shall furnish a copy of the annual procurement plan to the Commission for approval."

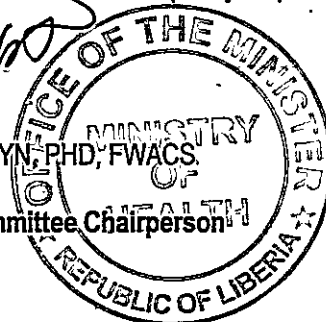
The procurement process for the assignment will shortly commence if the plan is accepted and endorsed by the Commission.

Attached is documentary evidence of the allocation to authenticate the availability of funds for these activities.

Thank you for all your support and we look forward to a speedy response to enhance the process.

Sincerely yours,

Louise M. Kpoto, MD, MPH, MMed-OBGYN, PHD, FWACS
Minister
Minister of Health & Procurement Committee Chairperson



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

John Samu

03/13/2025

TIME: 5:07pm



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 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0490/25'**

April 18, 2025

Dr. Louise M. Kpoto

MINISTER

Ministry of Health

Oldest Congo Town

Republic of Liberia

Dear Dr. Kpoto:

Subj: **APPROVAL OF GRAND BASSA COUNTY HEALTH TEAM 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 Grand Bassa County Health Team (GBCHT) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the Grand Bassa County Health Team annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the County Health Team 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. However, the Commission requests that the County Health Team submit its contract award information report and contract copies for the Fiscal Year 2024.

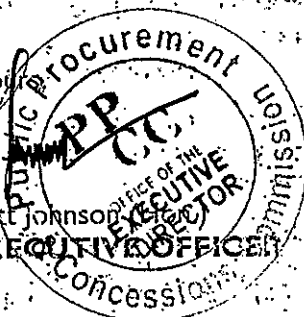
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states that *"each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes 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,

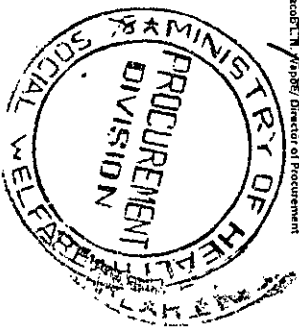
Bodger Scott Johnson
CHIEF EXECUTIVE OFFICER



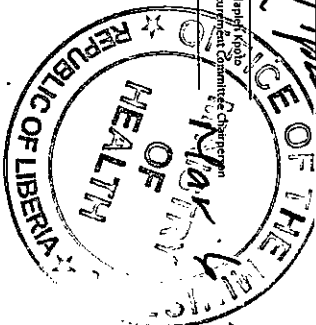
Regulating Procurement Compliance for National Development

MINISTRY OF HEALTH
GRAND BASA COUNTY HEALTH TEAM PROCUREMENT PLAN (BIA BUDGET)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA FY 2025 (January - December 2025)

| SOURCES OF FUNDING GOVERNMENT OF LEBANON 2023 (currency - Lebanese Lira) | | | | | | | | | | | | | | | | | | |
|--|-----------------------|---------------------------------------|--------------------------|------------|----------------------|--------------------|-------------------------------|------------------|----------------------------------|-------------------------------------|-------------------------------|------------------------------|-------------------|--------------------------|---------------------------------|--------------------------------------|----------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | |
| ITEM NO. | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | BUSINESS ACTIVITY CODE | QTY | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/BIDDING WINGS | PREP. OF BID DOC | PC APPROVAL - BID DOC/TECH SPECS | BID INVITATION & RELEASE OF BID DOC | BID SUBMISSION/PUBLIC OPENING | SUBMISSION OF BID EVALUATION | PC APPROVAL - BID | CONTRACT AWARD & SIGNING | ADVANCE PAYMENT (SUBSISTENTIAL) | DELIVERY, INSPECTION & FINAL PAYMENT | REMARKS/Responsible person | |
| PLANNED | 1 | IFB NO. MOH/GBCT/GOJ/SBA/RFQ/001/2025 | Excess Cleaning | 1 Firm | \$5,800.00 | RFQ | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | 21-Mar-25 | 28-Mar-25 | 4-Apr-25 | 11-Apr-25 | 18-Apr-25 | N/A | 28-Mar-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | IFB No. MOH/GBCT/GOJ/SBA/RFQ/002/25 | Printing & Binding | Associated | \$3,065.00 | RFQ | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | 21-Mar-25 | 28-Mar-25 | 4-Apr-25 | 11-Apr-25 | 18-Apr-25 | N/A | 28-Mar-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 3 | | Cleaning Materials | Assorted | \$7,840.00 | RFQ | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | 21-Mar-25 | 28-Mar-25 | 4-Apr-25 | 11-Apr-25 | 18-Apr-25 | N/A | 28-Mar-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 4 | IFB NO. MOH/GBCT/GOJ/SBA/RFQ/004/2025 | Rep & Maint. Motorcycles | 1 Firm | \$9,600.00 | RFQ | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | 21-Mar-25 | 28-Mar-25 | 4-Apr-25 | 11-Apr-25 | 18-Apr-25 | N/A | 28-Mar-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 5 | IFB NO. MOH/GBCT/GOJ/SBA/RFQ/005/2025 | Rep & Maint. VEHICLES | 1 Firm | \$3,200.00 | RFQ | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | 21-Mar-25 | 28-Mar-25 | 4-Apr-25 | 11-Apr-25 | 18-Apr-25 | N/A | 28-Mar-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | \$30,605.00 | | | | | | | | | | | | | |



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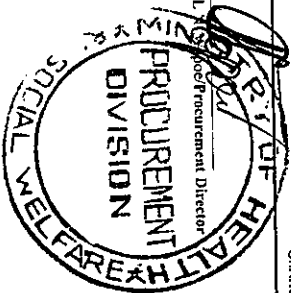


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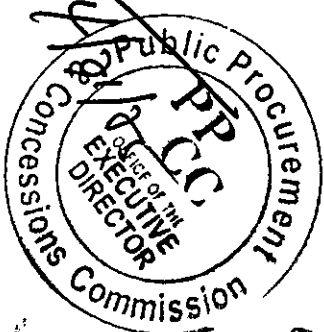
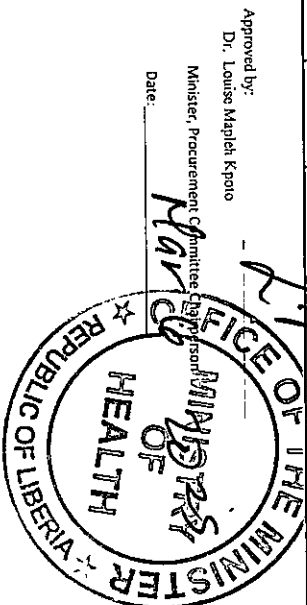
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MINISTRY OF HEALTH
GRAND BASSA COUNTY HEALTH TEAM PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA PROCUREMENT PLAN FROM (JANUARY -DECEMBER 2025)

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
|-------------|-------------------------------------|---------------------------------|------------------------|-----------|----------------------|------------------------|-------------------------------|-----------------|----------------------------------|-------------------------------------|-----------------------------------|------------------------------|--------------------------|--------------------------------|------------------------------------|----------------------------|----------------------|
| ITEM NO. | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | BUSINESS ACTIVITY CODE | QTY | ESTIMATED COST (USD) | PROCUREMENT ENT METHOD | TECHNICAL SPECS/BOD/DH AWARDS | PREP OF BID DOC | PC APPROVAL - BID DOC/TECH SPECS | BID INVITATION & RELEASE OF BID DOC | BID SUBMISSION/ PUBLIC EVALUATION | PC APPROVAL - BID EVALUATION | CONTRACT AWARD & SIGNING | ADVANCE PAYMENT (MOBILIZATION) | DELIVERY, INSPECTION & SUBSTANTIAL | ACCEPTANCE & FINAL PAYMENT | REMARKS/Res possible |
| PLANNED | 1 IFB No. MOH/GBCHT/GOI/RB/001/2025 | Petroleum Products & Lubricants | G-4661 | 2,320gals | \$13,920.00 | RF | 27-Feb-25 | 6-Mar-25 | 13-Mar-25 | 20-Mar-25 | 17-Apr-25 | 24-Apr-25 | 1-May-25 | 8-May-25 N/A | 28-Nov-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | |
| PLANNED | 2 IFB No. MOH/GBCHT/GOI/RB/001/2025 | Stationery & Office Supplies | G-4761 | Assorted | \$9,660.00 | RFQ | 27-Feb-25 | 6-Mar-25 | 13-Mar-25 | 20-Mar-25 | 27-Mar-25 | 3-Apr-25 | 10-Apr-25 | 17-Apr-25 N/A | 28-Nov-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | |
| PLANNED | 3 IFB No. MOH/GBCHT/GOI/RB/001/2025 | Rep & Maint. Civil | F-4100/F-4330 | 1 firm | \$40,275.00 | RB | 27-Feb-25 | 6-Mar-25 | 13-Mar-25 | 20-Mar-25 | 17-Apr-25 | 24-Apr-25 | 1-May-25 | 8-May-25 N/A | 28-Nov-25 | 31-Dec-25 | |
| UPDATE | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | \$63,855.00 | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | | | | | | | | | | | | |







GRAND BASSA COUNTY HEALTH TEAM PROCUREMENT PLAN EXPLANATORY NOTES

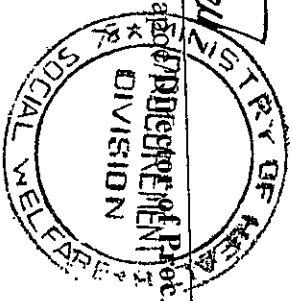
Fiscal Year: 1 (January - December 2025)

NON-SBA (GOODS)

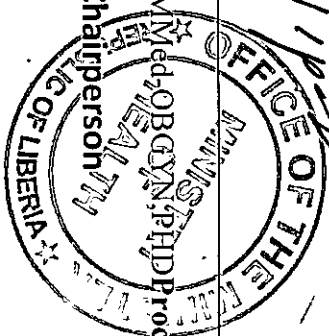
| Item | Package Code | Contract Package | Description of Package |
|------|------------------------------------|--|---|
| 1. | IFB No. MOH/GBCHT/GOL/RB/001/2025 | Petroleum Product (Diesel, Gas & Lubricant) | <p>This line item refers to the acquisition of Petroleum products and Lubricant for CHT Vehicles, DHT, & Health facilities. Immunization catch-up campaign in district #2 campwood district. Coding of assets @ DHT, CHT, & Health facilities within Grand Bassa County. The reason for selecting restricted bid is that there is limited suppliers for petroleum products. The Restrictive Bidding Method (RB) will be used to solicit bids from firms within the County. This is in keeping with section 51 (2) "When restricted bidding is employed on the grounds referred to in Section 50(1)(b), the Procuring Entity shall solicit bids from at least five (5) bidders, if possible."</p> <p>The quantity are about 2,153.33 gallons of fuel @6 dollars and 200 quarts of lubricants @ 5 dollars</p> |
| 2. | IFB NO. MOH/GBCHT/GOL/RFO/001/2025 | Stationery & Office Supplies | <p>This line item is intended for the acquisition of assorted stationery and office supplies for use by the CHT, and district health facilities. Some of these items to procure are as follow ; A4 sheet ,box files, highlighter, poster sheet, marker, staple machine, staple pin, permanent marker, white board marker, manila folders, pen, steno pads etc</p> |
| 3. | IFB NO. MOH/GBCHT/GOL/RB/002/2025 | Rep & Maint Civil | <p>This line is intended to hire the services of a firms that will be responsible of fencing of compound #4 clinic, rehabilitation of compound # 4 clinic & compound #4 staffs quarter, reroofing of Jacob Lateh clinic, painting, upgrading of Ceayah clinic to a health facilities & construction of staffs quarter at ceayah health facilities. The Restrictive Bidding Method (RB) will be used to solicit bids from firms within the sector. This is in keeping with section 51 (2) "When restricted bidding is employed on the grounds referred to in Section 50(1)(b), the Procuring Entity shall solicit bids from at least five (5) bidders, if possible."</p> |



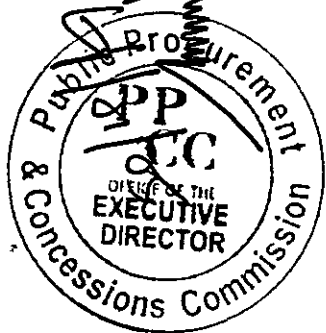
Jacob L.N. Wapde Director of Proc



Hon. Louise M. Kporto MD, MPH, MEd, OB-GYN, PhD Procurement.



Committee Chairperson



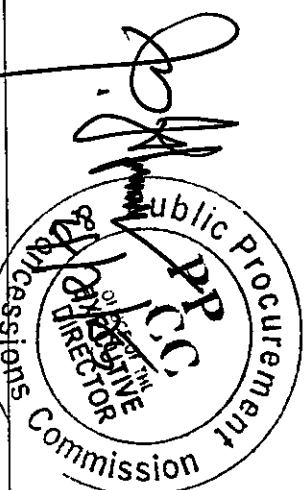
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GRAND BASSA COUNTY HEALTH TEAM PROCUREMENT PLAN EXPLANATORY NOTES

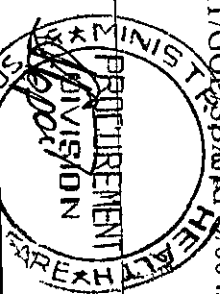
Fiscal Year: 1 (January - December 2025)

SBA BUDGET (GOODS)

AS 8880
2/17/25



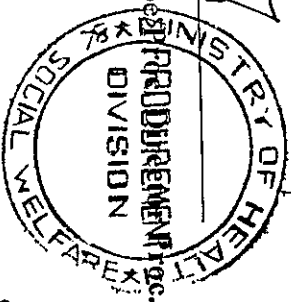
| Item No. | Package Code | Contract Package | Description of Package |
|----------|--|--------------------|--|
| 1. | IFB NO. MOH/GBCHT/GOL/SBA/RFO/001/2025 | Event Catering | This line is intended for hiring a firm for the provision of catering service to provide Breakfast, lunch and snack for Grand Bassa County. |
| 2. | IFB NO. MOH/GBCHT/GOL/SBA/RFO/002/2025 | Printing & Binding | This line intended to procure bulb printing and distribution of screening tools for all health facilities. (IMNCI forms, Partograph, Referral form, JISS checklist, Bigbelly booklet, and Patient chart for all health facilities within Grand Bassa County. |
| 3. | IFB NO. GBCHT/GOL/SBA/RFO/003/2025 | Cleaning Materials | This line item is intended for the purchase assorted cleaning materials for County Health Team, health facilities, and district health team within Grand Bassa county. Items to be procure are; bath soap, tissues, laundry soap, alcohol, hand sanitizer, Dettol, Cl ora, tide soap, broom, float mat, floor mob etc. |
| 4. | IFB NO. GBCHT/GOL/SBA/RFO/004/2025 | Rep & Maint. | This contract package is intended for the repair & maintenance of 24 DHT motorcycles with in Grand Bassa County health facilities |



| | | | |
|----|------------------------------------|-----------------------|--|
| | | Motorcycles | |
| 5. | IFB NO. GBCHT/GOL/SBA/Rfq/005/2025 | Rep & Maint. Vehicles | This contract package is intended for the repair & maintenance of CHT Vehicles for Grand Bassa County. |

Signed by: _____

Jacob L.N. Wapoe



Handwritten signature and date: 4/17/25

Approved by: _____

Hon. Louise M. Kporto

