



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/0407/25'

March 20, 2025

Dr. Louise M. Kpoto  
**MINISTER**  
Ministry of Health  
Monrovia, Liberia

Dear Dr. Kpoto:

Subj: APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2025

We present our compliments and wish to acknowledge receipt of your communication dated March 17, 2025, which sought the approval of the Ministry of Health (MOH)/Esther and Jereline Hospital Annual Core and SBA Procurement Plan for 2025.

Following thorough review, the Commission hereby approves the Ministry of Health (MOH)/Esther and Jereline Hospital Annual Core and SBA Procurement Plan for fiscal year 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs Ministry of Health that the Esther and Jereline Hospital Core and SBA 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, 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. However, an updated procurement plan shall accompany said notice to the Commission."*

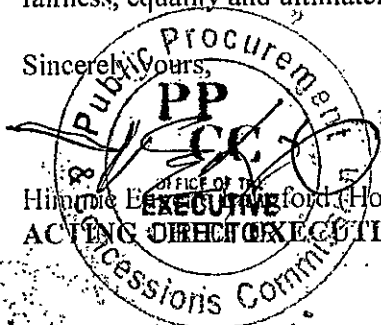
Please note that an approval of a method on the procurement plan is deemed as the Commission's full approval and as such, a Procuring Entity will not be required to again request the use of said approved method.

Furthermore, the Commission requests that the Esther and Jereline (E&J) Hospital kindly submit its Contract Award Information Report for Fiscal Year 2024.

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.

Sincerely yours,

Hippolyte E. Ford (Hon.)  
**ACTING 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/995/25

March 17, 2022

Dear Hon. Johnson:

**Submission of the E&J GOL Hospital Procurement Plan with the Explanatory Notes and Budget summary  
Under the Government of Liberia funded Budget for FY: 2025**

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: 2025.

Regarding those procurable items where the Request for Quotations Bid Method is used, it is because of the threshold for each procurable item as indicated in the procurement plan.

**Section 53 (1a) According to the 2010 Amended Public Procurement & Concessions Acts on Request for Quotation, When the procurement is for readily available commercially standard goods, not specially manufactured to the particular specifications of the Procuring Entity and the estimated contract price does not exceed the applicable Threshold.**

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."**

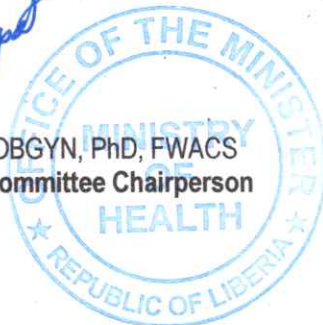
Attached is documentary evidence of the budget to authenticate the availability of funds for the above-mentioned activities.

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  
Minister of Health, Procurement Committee Chairperson

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



Received:  
Theophilus S.B. Kollie  
March 18, 2025  
Time: 1:16pm



MINISTRY OF HEALTH  
E&J Medical Center Procurement Plan (SBA Budget)  
FUNDING SOURCE: GOL  
Operational Year: 2025

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA			IMPLEMENTATION DATES													
			BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/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	comment	
PLANNED	1	MOH-E&JMC/GOL RFQ 001/2025	G-4661	2000 gallons @ \$5.00	10,000.00	RFQ	4-Mar-25	11-Mar-25	18-Mar-25	25-Mar-25	1-Apr-25	8-Apr-25	15-Apr-25	29-Apr-25	N/A	28-Nov-25	30-Dec-25		
UPDATE ACTUAL																			
PLANNED	2	MOH-E&JMC/GOL RFQ 002/2025	J-5629	Assorted	10,000.00	RFQ	4-Mar-25	11-Mar-25	18-Mar-25	25-Mar-25	1-Apr-25	8-Apr-25	15-Apr-25	29-Apr-25	N/A	28-Nov-25	30-Dec-25		
UPDATE ACTUAL																			
					<b>GRAND TOTAL:</b>														
					<b>\$20,000.00</b>														



Signature: \_\_\_\_\_

Approved by: *[Signature]*  
Dr. Louise Maples Kpogbe - Minister  
Procurement Committee Chairperson



*[Signature]*  
6/3/25



**MINISTRY OF HEALTH**  
**E&J Medical Center Procurement Plan (Non-SBA Budget)**  
**FUNDING SOURCE: GOL**

Operational Year: 2025

1	2	4					7													18	19
		BASIC DATA													IMPLEMENTATION DATES						
ITEM NO.	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 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/E&JMC/GOL/RFQ/001/2025	Repair & Maintenance Generator	C - 3314	Assorted	4,000.00	RFQ	3-Mar-25	10-Mar-25	17-Mar-25	24-Mar-25	31-Mar-25	7-Apr-25	14-Apr-25	28-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
PLANNED	2	IFB No. MOH/E&JMC/GOL/RFQ/002/2025	Drugs & Medical Supplies	G - 4772	Assorted	10,000.00	RFQ	3-Mar-25	10-Mar-25	17-Mar-25	24-Mar-25	31-Mar-25	7-Apr-25	14-Apr-25	28-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
PLANNED	3	IFB No. MOH/E&JMC/GOL/RFQ/003/2025	Laboratory Consumables	C-4772	Assorted	8,000.00	RFQ	3-Mar-25	10-Mar-25	17-Mar-25	24-Mar-25	31-Mar-25	7-Apr-25	14-Apr-25	28-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
PLANNED	4	IFB No. MOH/E&JMC/GOL/RFQ/004/2025	Stationery & Office Supplies	G-4761	Assorted	8,000.00	RFQ	3-Mar-25	10-Mar-25	17-Mar-25	24-Mar-25	31-Mar-25	7-Apr-25	14-Apr-25	28-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
PLANNED	5	IFB No. MOH/E&JMC/GOL/RFQ/005/2025	Repair & Maintenance -Civil	F-4100	12 Units	28,000.00	RFQ	4-Mar-25	11-Mar-25	18-Mar-25	25-Mar-25	1-Apr-25	8-Apr-25	15-Apr-25	29-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
PLANNED	6	IFB No. MOH/E&JMC/GOL/RFQ/006/2025	Machinery & other Equipments	G - 4659	4pcs	\$9,000.00	RFQ	4-Mar-25	11-Mar-25	18-Mar-25	25-Mar-25	1-Apr-25	8-Apr-25	15-Apr-25	29-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
PLANNED	7	IFB No. MOH/E&JMC/GOL/RFQ/007/2025	Computer & ICT Supplies	G- 4741	3pcs	\$3,340.00	RFQ	4-Mar-25	11-Mar-25	18-Mar-25	25-Mar-25	1-Apr-25	8-Apr-25	15-Apr-25	29-Apr-25	N/A	28-Nov-25	30-Dec-25			
UPDATE																					
ACTUAL																					
<b>GRAND TOTAL</b>						<b>\$70,340.00</b>															

Signed by: *[Signature]*  
 Jacob E. Nwagwu, Procurement Director  
 DIVISION  
 SOCIAL WELFARE

*[Signature]*  
 Public Procurement  
 CONCESSIONS COMMISSION  
 EXECUTIVE DIRECTOR

Approved by: *[Signature]*  
 Dr. Louise Mapleh Kpoto - Minister / Procurement Committee Chairperson  
 Date: *Mar 17 2025*

MINISTRY OF HEALTH  
 REPUBLIC OF LIBERIA

# ESTHER & JERELINE MEDICAL CENTER GOL PROCUREMENT PLAN EXPLANATORY NOTES

**Fiscal Year: 2025**

SBA BUDGET



ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1	IFB No. MOH/E&JMC/GOL/RFQ/001/20/25	Fuel & Lubricant	This line item refers to the procurement of petroleum products for generators  Fuel for Generators(110.3KVA) (2000galsX5usd for 40days) = <b>10,000</b>  Total for this line item is <b>USD10,000.00</b>
2	IFB No. MOH/E&JMC/GOL/RFQ/002/20/25	Cleaning Materials	This package is intended to purchase cleaning materials for the institution for the fiscal year 2024. Some of the items to be procure include the following:  1. Toilet Tissue, Soft Broom 2. Floor Mop, Tide Soap 3. Clorox, Tile Soap 4. Dusting Towel, 5. Air Freshener, Hand Towel 6. Hand liquid soap 7. Glass cleaner, Delta 8. Waste basket, Water Buckets 9. Mosquito Spray, Vim Powder 10. Hand Wash Soap, Mob Bucket 11. Commode Brush, Hand Sanitizer 12. Chlorine ( <b>The budget is \$10,000.00</b> )

Signed by: Jacob L.N. Wapoe / Proc. Director



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

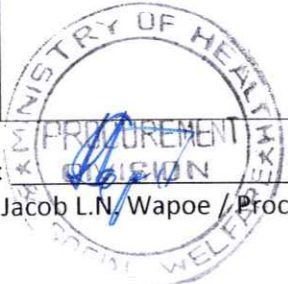


# ESTHER & JERELINE MEDICAL CENTER GOL PROCUREMENT PLAN EXPLANATORY NOTES

**Fiscal Year: 2025**

**A. NON-SBA BUDGET**

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	PROCUREMENT CONTRACT PACKAGE CONTENT
1.	IFB No. MOH/E&JMC/GOL/RFQ/001/20/25	Repair Maintenance_ Generator	This line item refers to the procurement of Servicing two 110KVAs Generator at the hospital for the fiscal year 2025. The amount allocated for this service is <b>\$4,000.00USD</b> .  The Request for Quotation procurement method will be used.
2.	IFB No. MOH/ E&JMC/GOL/RFQ/002/20/25	Drugs & Medical Supplies	<b>USD10,000.00</b> is planned for the procurement of the following items:  <ol style="list-style-type: none"> <li>1. Antibiotics 1967.5, Ampicillin</li> <li>2. Sutures</li> <li>3. Gauze</li> <li>4. Hydrocortisone, Diclofenac</li> <li>5. Tramadol (Amps), Furosemide</li> <li>6. Dexamethasone, Sodium Chloride</li> <li>7. Buscopaninj</li> <li>8. Adhesive Tape, IV tubing set</li> <li>9. Cimetidine 400 mg tab, Propranolol 40 mg tab</li> <li>10. Chloramphenicol 1.0 g vial, Bp cuff (adult)</li> <li>11. Aminophylline tab, Aminophylline inj</li> <li>12. Metoclopramide 100 mg inj, Cloxacillin 500 mg inj</li> <li>13. Diazepam 10 mg/2mlinj</li> </ol>




Signed by: \_\_\_\_\_  
Jacob L.N. Wapoe / Proc. Director

Approved by: \_\_\_\_\_  
Dr. Louise M. Kpoto-Minister/ Proc. Cttee. Chairperson

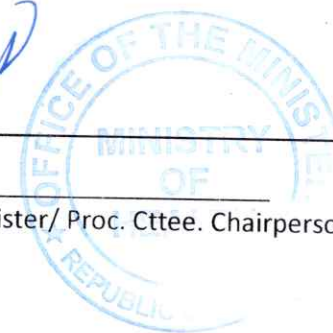
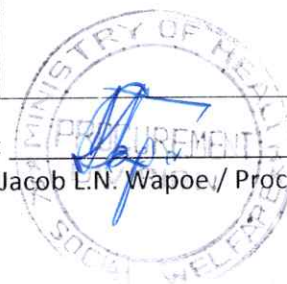
# ESTHER & JERELINE MEDICAL CENTER GOL PROCUREMENT PLAN EXPLANATORY NOTES

**Fiscal Year: 2025**

			<ul style="list-style-type: none"> <li>14. Atenolol 50 mg tab, Captopril 30mg tab</li> <li>15. Doxycycline 100mg tab, Ibuprofen 400 mg tab</li> <li>16. Methyldopa 250 mg tab, Hydrochlorothiazide 50mg tab</li> <li>17. Vitamin C 500mg tab</li> <li>18. Pen V.K 250 mg tab, Cough syrup 60ml</li> <li>19. Povodone iodine 200ml, Gentian violet crystal</li> <li>20. Cannula 18GCannula20G, Cannula 22G, Cannula 24G</li> <li>21. Multivitamin syrup 100ml</li> <li>22. Prednisolone 5mg tab, Chlorphenaramine 4mg tab</li> <li>23. Calcium lactate 300mg tab</li> <li>24. Needle 23G, Gauze swab 4x4cm, BB lotion</li> <li>25. Ciprofloxacin 200mg/100ml, Gloves (M &amp; L)&amp; CMT tab</li> <li>26. Lucky glucose test machine strips</li> <li>27. Nystatin100,000IU oral tab, Metronidazole 125/5mlsyr</li> <li>28. Erythromycin 250 mg tab, and 58. Erythromycin 125mg/5ml</li> <li>29. Auto Clave</li> <li>30. Laparotomy Sponges</li> <li>31. Surgical Gown</li> <li>32. Surgical Drip</li> </ul>
	<p>3. IFB No. MOH/E&amp;JMC/GOL/RFQ/003/20/25</p>	<p>Laboratory Consumables</p>	<p>This line item is for the procurement of laboratory supplies for the hospital for the fiscal year 2025. Som</p> <ul style="list-style-type: none"> <li>1. Chemistry machine</li> <li>2. Reagents, Syphilis test strip</li> <li>3. Widal reagent</li> <li>4. Anti Sera</li> <li>5. H-Pylori</li> <li>6. Capillary Tubes</li> <li>7. Urine dip stick</li> </ul>


Signed by:   
Jacob L.N. Wapoe/ Proc. Director

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



# ESTHER & JERELINE MEDICAL CENTER GOL PROCUREMENT PLAN EXPLANATORY NOTES

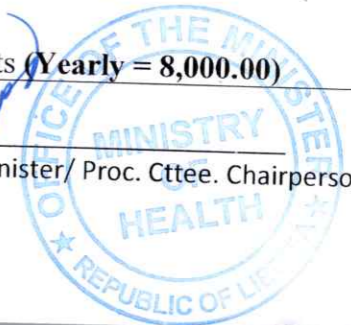
**Fiscal Year: 2025**

			<ol style="list-style-type: none"> <li>8. HBV</li> <li>9. HCV</li> <li>10.</li> <li>11. HCG</li> <li>12. Purple tab</li> <li>13. Oil immersion</li> <li>14. Slides</li> <li>15. Field Stain A&amp;B</li> <li>16. Urine cup</li> <li>17. Urine tube</li> <li>18. Partial peppet</li> <li>19. Sealer</li> <li>20. HBV Profile</li> <li>21. PSA Strip</li> </ol> <p><b>Laboratory Supplies =8,000USD</b></p>
4.	IFB No. MOHE&JMC/GOL/RFQ/004/20/25	Stationery & Office Supplies	This line item refers to the procurement of stationery supplies for the fiscal year under review such as. <ol style="list-style-type: none"> <li>1. A4 sheets, Legal Sheet</li> <li>2. Cartridges, Binder clips</li> <li>3. Stapler pins, Stabler Machines</li> <li>4. Correction tape, Extension Cords</li> <li>5. Envelope, Paper glue</li> <li>6. Stick on pads, Labels, Box files</li> <li>7. Calculators, Manuscript books</li> <li>8. Brown files, Signature files</li> <li>9. Batteries (AA, A4, AAA), Desk Organizer, Postal Sheets (Yearly = 8,000.00)</li> </ol>

Signed by: \_\_\_\_\_  
 Jacob L.N. Wapoe / Proc. Director



Approved by: \_\_\_\_\_  
 Dr. Louise M. Kpoto-Minister/ Proc. Cttee. Chairperson





# ESTHER & JERELINE MEDICAL CENTER GOL PROCUREMENT PLAN EXPLANATORY NOTES

## Fiscal Year: 2025

5	IFB No. MOH/ E&JMC/GOL/RFQ/005/20/25	Repair & Maintenance - Civil	This line item refers to general repair, maintenance and renovation of portion of the hospital facilities for fiscal year 2026. This will include general repair and maintenance at the main hospital building, the administrative compound, and the nursing compound (construction of incinerator, burning pit, painting of the hospital building, changing damaged door frame and window screen, changing damage commodes and bathtubs facilities, changing of light bulbs, electric wires, etc). <b>USD28,000.00</b> is planned for this line item and the Request for Quotation (RFQ) method of procurement will be used for this contract package.
6.	IFB No. MOH/E&JMC/GOL/RFQ/006/20/24	Machinery & other Equipment	This contract package is for procurement of Blood Weighting Scale, Washing Machine, Microscope, etc. This contract will use the RFQ Method as follows:  Total=====9,000.00
7.	IFB No. MOH/E&JMC/GOL/RFQ/007/20/24	ICT Equipment (Computer Laptops)	This line item is meant to procure three pieces of computer laptops for use by the hospital for fiscal year 2025. The allocated amount is \$3,340.00



Signed by: Jacob L.N. Wapoe / Proc. Director



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

