



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/0195/25'**

January 22, 2025

Dr. Minnie Sankawulo- Ricks
MEDICAL DIRECTOR
Phebe Hospital and School of Nursing
Suakoko District, Bong County
Republic of Liberia

Dear Dr. Ricks:

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 Phebe Hospital and School of Nursing (PHSN) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the PHSN annual procurement plan for the fiscal year 2025 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the PHSN 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.

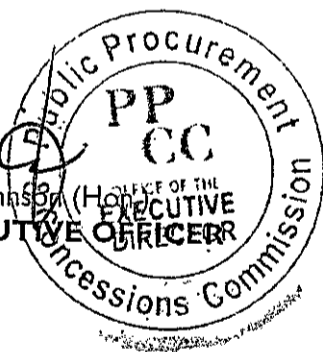
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states "each Procuring Entity, shall, quarterly and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its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


Bodger Scott Johnson (Hon)
CHIEF EXECUTIVE OFFICER



Regulating Procurement Compliance for National Development



PHEBE HOSPITAL & SCHOOL OF NURSING

Suakoko District, Bong County
P.O. BOX 10-1046 1000 MONROVIA 10, LIBERIA, WEST AFRICA
Cell #: +231886251215/0770531393; alexason2g11@yahoo.com

January 9, 2025

Hon. Bodger Scott Johnson
Chief Executive Officer
Public Procurement & Concessions Commission (PPCC)
Capitol Hill, Executive Mansion Ground
Monrovia, Liberia

Dear Hon. Johnson:

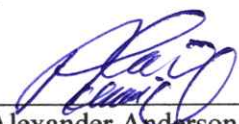
Ref: Request for Approval for the Budget Year, 2025 Procurement Plan

We are kindly seeking the Commission's approval of the **2025 Procurement Plan** for the Phebe Hospital & School of Nursing (**Budget Year, 2025**) as it is required by **Section 40 Subsection 3** of the **Amended and Restated PPC Act of 2010**.

Our **Procurement Plan** was drawn up in accordance with the hospital's needs and its approved budget. Implementation dates on the plan were set in view of **the PPCC Lead Times**, funds availability, and having contract packages finalized into contracts at the most appropriate times such that the hospital can operate as smoothly as possible.

Attached herewith, are a copy of the said **Procurement Plan, the Procurement Note and the Operational Budget** for your revision and consideration.
Best regards,

Sincerely yours,

Signed By: 
Alexander Anderson
Procurement Officer
Phebe Hospital & School of Nursing
0886251215/0770531393

Approved By: 
Dr. Minnie Sankawulo-Ricks
Medical Director/Proc. Committee Chairlady
Phebe Hospital & School of Nursing
Cell#: 0886523973 / 0777523973

John Suno
TIME: 3:46PM
Jan 10/2025

**PHEBE HOSPITAL & SCHOOL OF NURSING
CORE BUDGET PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
FISCAL PERIOD: 2025**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
|--------------------|-----------------------|------------------------|----------------------------|--------|----------------------|---------------------|------------------------------|-----------------------|--------------------------|-------------------------------------|-------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------------|---|----------------------------|-----------|----|--------------------------------|
| ITEM NO. | BASIC DATA | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | | REMARKS/ Responsible Person |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | Business Activity Code(s) | QTY | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/BOQ/DRAWINGS | PREP. OF BID DOCUMENT | PC APPROVAL BID DOC/TECH | 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 | | | |
| PLANNED | 1 | IFBNO.PHSN/RB/001/2025 | Drugs & Medical Consumable | G-4772 | Assorted | \$189,700.00 | RB | 3-Jan-25 | 10-Jan-25 | 17-Jan-25 | 24-Jan-25 | 13-Feb-25 | 20-Feb-25 | 27-Feb-25 | 6-Mar-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | IFBNO.PHSN/NB/001/2025 | Building Materials | G-4663 | Assorted | \$19,800.00 | NCB | 6-Jan-25 | 13-Jan-25 | 20-Jan-25 | 27-Jan-25 | 21-Feb-25 | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 3 | IFBNO.PHSN/NB/002/2025 | Stationeris Supplies | G-4761 | Assorted | \$19,740.00 | NCB | 6-Jan-25 | 13-Jan-25 | 20-Jan-25 | 27-Jan-25 | 21-Feb-25 | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 4 | IFBNO.PHSN/NB/003/2025 | Vehicles Spare Parts | G-4530 | Assorted | \$16,800.00 | NCB | 6-Jan-25 | 13-Jan-25 | 20-Jan-25 | 27-Jan-25 | 21-Feb-25 | 28-Feb-25 | 7-Mar-25 | 14-Mar-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | \$246,040.00 | | | | | | | | | | | | | | |

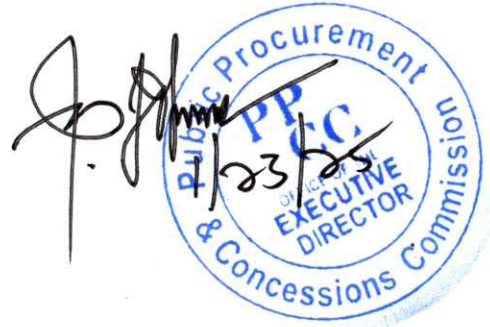
Prepared by: Alexander Anderson
Procurement Officer

Date: 10-01-2025

Approved By: Dr. Minnie Sankawulo-Ricks
Medical Director/Chairman Proc. Committee

Date: Jan. 10, 2025

[Handwritten Signature]
1/22/25



**PHEBE HOSPITAL & SCHOOL OF NURSING
CORE BUDGET PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
FISCAL PERIOD: 2025**

| Item No | Contract Package Code | Contract Package | Content of Contract Package |
|---------|-------------------------|-----------------------------|--|
| 1 | IFBNO.PHSN/RB/001/2025 | Drugs & Medical Consumables | This contract package in the amount of One Hundred Eighty Nine Thousand Seven Hundred United States Dollars (USD189,700.00) is from the budget line Drugs and Medical Consumables and it is intended to procure assorted medicine and medical supplies for the operation of the hospital. This contract package has three lots that are to be awarded to three vendors due to their business involvement. Medicine and medical consumables to be awarded to one vendor, Laboratory Supplies awarded to one vendor and Medical Equipment to be awarded to another vendor. |
| 2 | IFBNO.PHSN/NCB/001/2025 | Building Materials | This contract package in the amount of Nineteen Thousand Eight Hundred United States Dollars (USD19,800.00) is from the budget line Repair and Maintenance Civil and it is intended to procure assorted building materials for renovation purposes of the main hospital building. |
| 3 | IFBNO.PHSN/NCB/002/2025 | Stationeries Supplies | This contract package in the amount of Nineteen Thousand Seven Hundred Forty United States Dollars (USD19,740.00) is from the budget line Stationeries Supplies and it is intended to procure assorted stationeries for the operation of the hospital. |
| 4 | IFBNO.PHSN/NCB/003/2025 | Vehicles Spare Parts | This contract package in the amount of Sixteen Thousand Eight Hundred United States Dollars (USD16,800.00) is from the budget line Repair and Maintenance – Vehicles and it is intended to procure assorted vehicles spare parts for the maintenance of the hospital vehicles for the operation of the hospital. |

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Prepared by:



Alexander Anderson
Procurement Officer

Date:

01/10/2025

Approved by:



Dr. Minnie Sankawulo-Ricks

Medical Director/CEO/Chairman Proc. Committee

Date:

Jan. 10, 2025




PHEBE HOSPITAL & SCHOOL OF NURSING
SBA PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
FISCAL PERIOD: 2025

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
|--------------------|-----------------------|-----------------------------|---------------------------|--------|----------------------|---------------------|------------------------------|-----------------------|--------------------------------|-------------------------------------|-------------------------------|-------------------------------------|------------------------------|--------------------------|--------------------------------|---|----------------------------|-----------|----|--------------------------------|
| ITEM NO. | BASIC DATA | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | | REMARKS/ Responsible Person |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | Business Activity Code(s) | 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 | CONTRACT AWARD & SIGNING | ADVANCE PAYMENT (MOBILIZATION) | DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION) | ACCEPTANCE & FINAL PAYMENT | | | |
| PLANNED | 1 | IFBNO.PHSN/SBA/RB/001/2025 | Petroleum Products | G-4661 | 12,392 Gals. | \$61,960.00 | RB | 3-Jan-25 | 10-Jan-25 | 17-Jan-25 | 24-Jan-25 | 13-Feb-25 | 20-Feb-25 | 27-Feb-25 | 6-Mar-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | IFBNO.PHSN/SBA/NCB/001/2025 | Cleaning Materials | G-4773 | Assorted | \$18,000.00 | NCB | 18-Dec-24 | 25-Dec-24 | 1-Jan-25 | 8-Jan-25 | 2-Feb-25 | 9-Feb-25 | 16-Feb-25 | 23-Feb-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 3 | IFBNO.PHSN/SBA/SS/001/2025 | Electricity | | 1 Firm | \$51,600.00 | SS | 7-Jan-25 | 14-Jan-25 | 21-Jan-25 | 28-Jan-25 | 12-Feb-25 | 19-Feb-25 | 26-Feb-25 | 5-Mar-25 | N/A | 1-Dec-25 | 31-Dec-25 | | |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | \$131,560.00 | | | | | | | | | | | | | | |

Prepared by: *Alexander Anderson*
 Alexander Anderson
 Procurement Officer

Date: 01/10/2025

Approved By: *Minnie Sankawulo-Ricks*
 Dr. Minnie Sankawulo-Ricks
 Medical Director /Chairman Proc. Committee

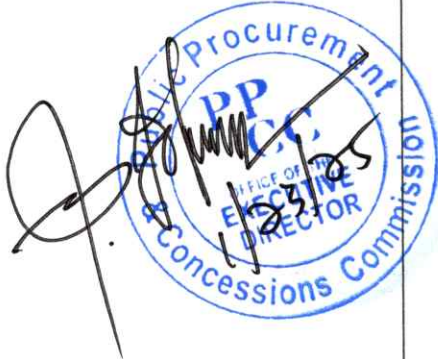
Date: Jan. 19 2025

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 1/22/25

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 1/23/25


**PHEBE HOSPITAL & SCHOOL OF NURSING
SBA PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
FISCAL PERIOD: 2025**

| Item No | Contract Package Code | Contract Package | Content of Contract Package |
|---------|-----------------------------|--------------------|---|
| 1 | IFBNO.PHSN/SBA/RB/001/2025 | Petroleum Products | This contract package in the amount of Sixty One Thousand Nine Hundred Sixty United States Dollars, is intended to procure the following Petroleum Products: 1. (US\$61,960.00/US\$5.00 = 12,392 @5 per gallons). a. Generator Fuel ---- US\$50,000.00/US\$5 -----10,000.00 @ \$5 per gallons b. Vehicles Fuel ---- US\$11,960.00/\$5-----2,392 @ \$5 per gallons |
| 2 | IFBNO.PHSN/SBA/NCB/001/2025 | Cleaning Materials | This contract package in the amount of Eighteen Thousand United States Dollars (USD18,000.00) is intended to procure the following Cleaning Materials for the cleaning of the hospital: 1. Tide Soap 2. Quality Tissues 3. Hand Washing Soap Liquid 4. Cloarx 5. Hand Washing Soap Cake 6. Rexoguard Delta 7. Soft Brooms 8. Towels 9. Air Freshener 10. Spray Gone 11. Floor Mob 12. Buckets120cm 13. Heavy duty Gloves 14. Hand Hard Brooms 15. Commode Brushes 16. Commode Puncher 17. Mob Buckets 18. Dust Pen 19. Garbage Bag 120cm x 100cm 20. Faucet for Bucket 21. Rain Coat / Suit 22. Rain Boot 23. Single Bed Sheet with pillow |
| 3 | IFBNO.PHSN/SBA/SS/001/2025 | Electricity Supply | This contract package in the amount of Fifty One Thousand Six Hundred United States Dollars (USD51,600.00) is intended to pay electricity bills for the hospital. |



AWC
1/22/25

Prepared by: *Alexander Anderson*
 Alexander Anderson
 Procurement Officer

Date: 01/10/2025

Approved by: *Dr. Minnie Sankawulo-Ricks* Date: Jan. 10, 2025
 Dr. Minnie Sankawulo-Ricks
 Medical Director/CEO/Chairman Proc. Committee