

# ENVIRONMENTAL PROTECTION AGENCY (EPA)

P. O. Box 4024  
4th Street, Tubman Blvd, Sinkor  
1000 Monrovia 10, Liberia



## INTERNAL PURCHASE ORDER (IPO)

No: 1772

DATE: JULY 20, 2022 IPO#:

NAME OF VENDOR: SUPER PETROLEUM

ADDRESS: CAPITOL BYE PASS

TEL: 0776 438 937

ITEM	QTY ORDER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
	150	Gallons of Gasoline in cash coupons	5.90	885.00
	50	Gallons of Diesel in cash coupon	6.90	345.00
NOTE: IPO, Representing payment for Gasoline and Diesel in cash coupon for both Compliance and Intersectoral Department, in favor of Super Petroleum.				
TOTAL			USD	1,230.00

Verified by:   
CONTROLLER

Prepared by:   
ASSISTANT MANAGER  
PROCUREMENT

Signed by:   
MANAGER / ADMINISTRATION

Approved by:   
EXECUTIVE DIRECTOR

ATTACHMENT: Three (3) Proforma Invoice, Copy of Purchase Request Order.

COPY: Vendor ☐ Procurement Unit ☐ Finance Unit ☐

Mobile: 0770438937

# ENVIRONMENTAL PROTECTION AGENCY

4th Street, Sinkor  
Monrovia, Liberia

## DEPARTMENT OF COMPLIANCE AND ENFORCEMENT

To : Prof. Wilson K. Tarpeh, Sr.  
Executive Director/EPA

Attested : Randall M. Dobayou  
Deputy Executive Director

Through : John K. Jallah 30/06/22  
Manager/Compliance & Enforcement

From : Stephen S. Gongehn  
Acting Asst. Manager County Coordination

Subject : **Request for the Purchase of Gasoline for Inspectors**

Date : June 29, 2022

I write to inform you that the monthly fuel supply for Inspectors across the fifteen Counties (15) has always been **785 gallons of gasoline** approved by the Department in keeping with the previous budget. Due to the budgetary constraint and advice from the Manager, we have made a down wall adjustment to the amount of **510 gallons of gasoline** for the fifteen (15) Counties.

The supply of gasoline enable inspectors to effectively carry out their duty in their respective counties of assignment. Therefore, we recommend that the next budget (allotment) for the Inspectors gasoline should be increased to the original supply of gasoline (785 gallons). Fueling inspectors' bike is cardinal to the Inspectorate Unit's scope of operation.

Thanks.

Ref No 13321

Invoice Number	Amount Due	Amount Applied
		<u>\$0.00</u>

1687616

Хорошо

1. Approved payment request
2. Voucher #:12040
3. Voucher
4. Budget

To a material extent, the transaction for which these payment instructions have been prepared and submitted to IAU for verification is considered to be adequate for further processing.

Date of Transaction	Voucher NO.	Payee	Check No.	Amount	IPO #	Purpose
July 27, 2022	12040	Super Petroleum		1,230.00	\$0.00	N/A

Payment representing Purchase of Diesel in cash coupons for C&E and Intersectoral Aug 2, 2022.

Check is okay for signing

E.D. Denia I Au 18/4/22