



OFFICE OF THE DIRECTOR

REPUBLIC OF LIBERIA
EXECUTIVE PROTECTION SERVICE
EXECUTIVE MANSION
MONROVIA, LIBERIA



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September 21, 2022

Hon. Jargbe Roseline Nagbe-Kowo (Atty.)
EXECUTIVE DIRECTOR
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

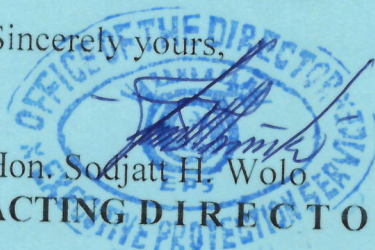
Dear Madam Kowo (Atty.):

The Procurement Committee of the Executive Protection Service herewith submits to your office its 1st and 2nd Quarters Procurement Report for Fiscal Year 2022.

This report summarizes the procurement activities implemented at the Executive Protection Service for the period January – June, 2022 - (1st & 2nd Quarters).

Kind regards.

Sincerely yours,


Hon. Sodjatt H. Wolo
ACTING DIRECTOR

Motto: Honor, Courage, Commitment, Dignity, Integrity & Sacrifice

REPUBLIC OF LIBERIA

Executive Protection Service



Quarterly Procurement Report

Fiscal Year 2022

For the 1st Quarter - (January – March)

&

2nd Quarter – (April – June)

Date of Submission: 09/21/22



Table of Contents

1.0 Introduction and Summary

2.0 Challenges

3.0 Recommendations

4.0 Annexes

Annex A: Summary Table

Annex B: Copies of the quarterly actualized procurement plans

Annex C: Copies of notice of award

Annex D: Copies of signed contracts

Annex E: Copy of PC quarterly meeting minutes endorsing the quarterly procurement report



1.0 Introduction and Summary

In keeping with Sections 27(g) and 43(9), of the Amended and Restated Public Procurement and Concession Act which requires each Procuring Entity to submit quarterly report to the Commission, I am pleased to submit the Procurement Report for the first and second Quarters of Fiscal Year 2022, for your review and consideration.

During the period under review, the Executive Protection Service has completed the implementation of eight (8) procurement packages out of the total number of nine (9) planned contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, the NCB procurement method was used for the acquisition of two (2) contract packages (Uniform & Specialized Clothing, and Supply of Vehicle Spare Parts); the RB method was used for the acquisition of two (2) contract packages (Fuel & Lubricants – Vehicle, and Foreign Means of Travel-Air Ticket); the RFQ method of procurement was used for the acquisition of three (3) contract packages (Stationery, Cleaning Materials & Service, and Repair & Maintenance – Civil); whereas the LCS method was used to hire consultants for the provisions of Legal Consultant service and Security Consultant service. Meanwhile, the contract package for the provision of Internet services is being worked out with the Liberia Telecommunications Corporation (LTC Mobile) which is expected to come into effect during the 3rd Quarter of this Fiscal Year, 2022.

2.0 Challenges

While implementing planned procurement activities during the period under review, the Procurement Unit of the Executive Protection Service encountered the following challenges and constraints along the way:

1. A particular vendor (in this case, Super Petroleum Company) demands that payment be made before goods is supplied; which posed serious embarrassment and constraint in obtaining the necessary goods in time.
2. Received complaint from some vendors concerning delay in payment to vendors by and through the Ministry of Finance and Development Planning.



3.0 Recommendations

Having experienced the above mentioned challenges, the Executive Protection Service recommends that the Public Procurement & Concessions Commission (PPCC) should ensure (perhaps through workshops) that vendors are educated to procurement rules which among others admonish vendor to firstly deliver the goods while preparation of payment vouchers are processed through the Ministry of Finance and Development Planning for final payment to vendors which is assured as per the overall procurement process and contract agreement.

The PPCC should also ensure that the Ministry of Finance and Development Planning expedites payment process to vendors in time so that vendors (on the other hand) are financially capacitated to replenish goods in the space of time for constant supply of goods and services to procuring entities as per the contract agreement and without creating embarrassment to vendors along the way in terms of shortage of goods in the storage of vendors due to lack of funds to underwrite such cost in time.



4.0 Annexes:

Annex A: Summary Table

General Information
Executive Protection Service
Quarterly Procurement Report
1 st Quarterly (January – March) / Fiscal Year - 2022



SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION																	
Item No.	Package Code	Contract Package Description	Procurement Method	Source of Funding	Date of Advertisement/ Bids Invitation	Date of Closing of Bids Submission	Number of Bids Received	Date of Transmission of Contract Award Notice by PC	Actual Contract Value	Name of Supplier/Contractor/Consultant/Service Provider	Supplier/Contractor/Consultant/Service Provider PCCC VR Status	Business Legal Owner	Business Beneficiary Owner	Date of Contract Signature	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract amount/progress Status (Amount Paid)
001	221804	Uniform & Specialized Clothing	NCB	GOL	February 28, 2022	March 4, 2022	1	March 29, 2022	75,000.00 (USD)	MATELCO, LIB, INC	10/29/2015	Mr. Bassem Osayli	Mr. Bassem Osayli	April 12, 2022	Jan. 25, 2022	Dec. 31, 2022	37,500.00 (USD)
002	221502	Vehicle Spare Parts Supply	NCB	GOL	February 28, 2022	March 4, 2022	1	March 29, 2022	263,501.00 (USD)	UP TOWN GARAGE & AUTO PARTS, INC	07/21/15	Mr. Ansu Bilily	Mr. Ansu Bilily	April 4, 2022	Jan. 26-11-121,780.00 (21,770.00); Mar. 01; 9211,558.00)	DEC.31, 2022	65,508.00 (USD)
003	221401	Fuel & Lubricants - Vehicle	RB	GOL	February 30, 2022	March 4, 2022	1	March 29, 2022	300,000.00 (USD)	Super Petroleum Company, Inc	08/05/15	Mr. A. Karim Karneh	Mr. A. Karim Karneh	April 12, 2022	Jan. 24 (33,336.99); Mar. 11	Dec. 31, 2022	100,002.99 (USD)

