



Promoting Accountability of Public Resources

Office of the Deputy Auditor General
Republic of Liberia

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GAC/ODAGA/FGK/107/PPCC/'2023

TRANSMITTAL LETTER

August 14, 2023

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

Dear Mr. Johnson:

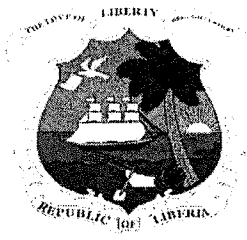
The Procurement Committee of the General Auditing Commission herewith submits to your office its Second Quarter Procurement Report for the Fiscal Year 2023.

This report summarizes the procurement activities implemented in the 2nd Quarter (April 1, 2023 - June 30, 2023).

Sincerely,

Foday G. Kiazolu, FCCA, CPA_(Lib)
DEPUTY AUDITOR GENERAL /ADM.

Received:
Theophilus Kollie
August 23, 2023
Time: 12:56pm



REPUBLIC OF LIBERIA

General Auditing Commission
Old Executive Mansion
Ashmun Street
Monrovia, Liberia

Quarterly Procurement Report

FY 2023

For the: *2nd Quarter (April 1, 2023 – June 30, 2023),*

Date of Submission: 07/10/2023

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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 a quarterly report to the Commission, I am pleased to submit the procurement Report for the 2nd Quarter (April 1– June 30) 2023 for your review and consideration.

During the period under review, the General Auditing Commission (GAC) did not initiate any new procurement process, nor were any updates nor addenda made to the procurement plan. However, the procurement processes and transactions for the first quarter remain as had earlier been submitted to your office. There were thirteen (13) procurement contract packages as provided within our provisionally approved procurement plan for the period under review. Out of the total procurement implemented thus far, the International Competitive Bidding (ICB) was used for the acquisition of one contract package (The procurement of Vehicles), the National Competitive Bidding (NCB) procurement method was used for the purchase of six (6) contract packages (Stationery, Cleaning Materials, Vehicle Spare Parts, Building Materials, Laptops, and Vehicle Repairs & Maintenance,). Four contract packages (Supply of Non-Portable Water, Petroleum Products, Vehicle Insurance, & Personnel Insurance) were done using the Restricted Bidding (RB) method due to the estimated contract value indicated in our plan, and one (1) contract package (Orange Scratch card) was done using Single-Sourcing, and one contract package (Repair & Maintenance of Generator Services) using RFQ.

Challenges

There were no challenges encountered thus far during the period under review.

3.0 Recommendations

There is no recommendation to be made without a challenge.

General Auditing Commission

Call Procurement Committee Meeting

Meeting Date: August 14, 2023
Meeting Location: Office of the Deputy Auditor General for Adm.
Recorded by: Musa C. Kamara
Meeting start: 10:00 a.m.

Agenda

1. Opening Prayer
2. Adoption of Agenda
3. Welcome remarks
4. Reading of Last PC Meeting Minutes
5. Review and Approval of Addendum Procurement Plan FY 2023
(Consultancy)
6. Review and Approval of Second Quarter PPCC Report
7. AOB
8. Adjournment

General Auditing Commission

Call Procurement Committee Meeting

Meeting Date: August 14, 2023
Meeting Location: Office of the Deputy Auditor General for Adm.
Recorded by: Musa C. Kamara
Meeting start: 10:15 a.m.

Agenda

1. Opening Prayer

The Chairman of the Procurement Committee (PC), Hon. Foday G. Kiazolu, asked that the PC observe ten (10) seconds of silent prayer.

2. Adoption of Agenda

The agenda was read by Hon. Kiazolu. A motion was made by Mr. John Greaves, II, member of the PC, and seconded by Mr. Mr. Cooper Magbollah, member of the PC, that the agenda be accepted and be used as the working tool for the meeting.

3. Welcome remarks

Hon. Kiazolu welcomed everyone in attendance.

4. Reading of Last PC Meeting Minutes

The minutes from the last meeting was read by Mr. Musa C. Kamara, Secretary of the PC. A motion to endorse the minutes was done by Mr. S. Karpee Denia, member of the PC and seconded by Mr. Greaves.

5. Review and Approval of Addendum Procurement Plan FY 2023 (Consultancy)

An addendum procurement plan was prepared and submitted to the PC for review and approval. After thoroughly scrutinizing the document, the PC unanimously approved the plan for submission to the Public Procurement and Concessions Commission (PPCC) for approval.

6. Review and Approval of Second Quarter PPCC Report

The PC reviewed the second quarter report and found it satisfactory for submission to the Public Procurement and Concessions Commission (PPCC). The delay in submission of the report to PPCC was due to queries and concerns raised by the Procurement Unit of the GAC relative to document that are to be included in the report. After concluding discussions with the PPCC compliance officer, the report was finalized for submission.

7. AOB






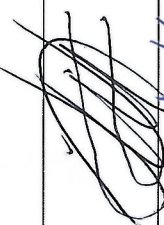
Nothing was discussed.

8. Adjournment

A motion to adjourn was made by Mr. Denia and seconded by Cllr. Kuow. The meeting was adjourned at 11:15 a.m.

General Auditing Commission
Old Executive Mansion Building
Ashmun Street
Call Procurement Committee Meeting

Attendance

No.	Name	Position	Signature	Date
1	Hon Foday G. Kiazolu, FCCA, CPA _(LIB)	Deputy Auditor General for Administration, Chair-PC		14/8/2023
2	Mr. John L. Greaves, II, CMA	Director-Adm.-Member		8/14/2023
3	Mr. Cooper Magbollah	Financial Comptroller-Member		8/14/2023
4	Mr. S. Karpee Denia, CFE	Chief of Staff - Member		8/14/2023
5	Cllr. Rodney P. Kuow	Legal Counsel – Member		8/14/2023
6	Mr. Musa C. Kamara	Procurement Manager, Procurement Unit –Secretary to PC		8/14/2023

4.0 Annexes:

Annex A: Summary Table

General
General Auditing Commission
Quarterly Procurement Report
First Quarter Report (April 1 – June 30) FY 2023

SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

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 PCC VR Status	Date Contract signed	Date of Delivery/Inspection	Proposed Contract Completion date	Contract progress Status (Amount paid)
1	IFB No. GAC/NCB/001/2023	Procurement of Vehicle Spare Parts	NCB	GOL	January 18, 2023	Feb. 2, 2023	2	Feb. 9, 2023	\$56,000.00	Ever Green Auto Service	Compliant	Feb. 14, 2023	N/A	12/31/2023	\$30,724.00

