



OFFICE OF THE
PROCUREMENT MANAGER

Republic of Liberia

Liberia Airport Authority
James Spriggs Payne Airport
Monrovia, Liberia



Date: Dec 29, 2023

Executive Director

Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Dear *Hon. Bobby Scott Johnson*;

The Procurement Committee of *[JAMES SPRIGGS PAYNE AIRPORT JSPA]* herewith submits to your office its *4th Quarter* Procurement Report for Fiscal Year *[2023]*.

This report summarizes the procurement activities implemented at the *[JAMES SPRIGGS PAYNE AIRPORT]* for the period *(OCT-DEC, 2023)*

Sincerely yours

Edwin Daddyboy Kai
EDWIN DADDYBOY KAI

PROCUREMENT MANAGER JAMES SPRIGGS PAYNE AIRPORT JSPA



Josephine Q. Gelescio
Jan. 8, 2024
10:51 AM

General Information

Liberia Airport Authority/JSPA/

4TH Quarter Monthly Procurement Report

OCT-DEC 2023

SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION (Report for the month of OCT-DEC 2023)

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 Status	Business Legal Owner	Business Beneficiary Owner	Date Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1.	001	Purchased of gasoline cash coupons P/O # 2920	RFQ	Internal Funds	Oct 25, 2023	N/A	N/A	N/A	\$900.00	NP/Liberia Limited	N/A		LAA/JSPA	N/A	N/A	Nov 17 2023	\$900.00
2.	002	Purchased of 4pcce LAWN MOWER P/O #2920 P/R 3354	RFQ	Internal Funds	Nov 8, 2023	N/A	N/A	N/A	\$1,120.00	Gitan Hardware	N/A		LAA/JSPA	N/A	N/A	Dec 22, 2023	\$1,120.00
3.	003	Purchased of 100 gal diesel P/O# 2924 P/R # 3357	RFQ	Internal Funds	Nov 20, 2023	N/A	N/A	N/A	\$539.00	Aminata and sons	N/A		LAA/JSPA	N/A	N/A	Dec 22, 2023	\$539.00
4.	004	Purchase of 220 gals Diesel P/O # 2922 P/R # 3353	RFQ	Internal Funds	Nov 8, 2023	N/A	N/A	N/A	\$1,185.00	Aminata and sons	N/A		LAA/JSPA	N/A	N/A	Dec 22, 2023	\$1,185.00
5	005	Purchase of 198 gals diesel P/O#2926 P/R#3356	RFQ	Internal Funds	Dec 4 2023	N/A	N/A	N/A	\$915.00	Aminata and sons	N/A		LAA/JSPA	N/A	N/A	Dec 18, 2023	\$915.00

2.0 Challenge

*Our greatest challenge is the **lack of funds**, funds that were budgeted for in the procurement plan was not actualized as plan for the entity, everything used by this entity has been purchased from internal funds generated by the airport, there is no public funds b operations of the entity. Just a little amount generated and portion of that was used for some procurement activities.*


This is a serious challenge to management

3.0 Recommendations

We wish to recommend to the Public Procurement Concession Commission to kindly include us (James Spriggs Payne Airport) into 1 budget for smooth operations of the entity

We kindly recommend improved technology and some training for our procurement staff...

PREPARED BY
EDWIN D. KAI
PROCUREMENT MANAGER

PROCUREMENT
IAA/JSPA

12/29/2022
Date

Approved by: _____


EMMANUEL T TAPLAH
Head of Entity/ Chairman PC

Date: 12/