



Liberia Airport Authority/James Spriggs Payne Airport
Airfield Sinkor, Monrovia, Liberia

Date: November 23, 2022

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

Dear Atty. Roseline Jargbe;

The Procurement Committee of [JAMES SPRIGGS PAYNE AIRPORT JSPA] herewith submits to your office its 1st, 2nd & 3rd Quarter Procurement Report for Fiscal Year [2022-09-].

This report summarizes the procurement activities implemented at the [JAMES SPRIGGS PAYNE AIRPORT] for the period (January 1, 2022 to March 31, 2022), 2nd (April 1, 2022 to June 30, 2022), 3rd (July 1, 2022 to September 31, 2022)

Kind Regards.

Sincerely yours

EDWIN DADDYBOY KAI PROCUREMENT MANAGER JAMES SPRIGGS PAYNE AIRPORT JSPA



2.0 Challenges

*Our greatest challenge is the **lack of funds**, there's no funds budgeted for the operation of the entity, everything used by this entity has been purchased from internal funds, there is no public funds budgeted for the operation of the entity.*

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 the yearly fiscal budget for a smooth operation of the entity
We kindly recommend improved technology and some training

Annexes:

Annex A: Summary Table

General Information	
Kenya Airports Authority/JSPA/	
Quarterly Procurement Report	
January-March 2022/April –June 2022/July –	
September 2022)	

SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION																
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 PPCC VR Status	Business Legal Owner	Business Beneficiary Owner	Date of Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)	Remarks
Walkie Talkie Charger	RFQ	Internal Funds	Jan.19,2022	N/A			\$75.00	Source IT Lib	N/A	N/A	LAA	N/A	N/A		\$75.00	Thanks
2pcs of Nozzles	RFQ	Internal Funds	Jan.19,2022	N/A			\$1,000.00	Divine Destiny	N/A	N/A	LAA	N/A	N/A		\$1000.00	Thanks
Procurement for Gasoline & Diesel in coupon for the month of Dec.2021-	RFQ	Internal Funds	Jan.24,2022	N/A			\$2,720	Super Petroleum	N/A	N/A	LAA	N/A	N/A		\$2,720.00	Thanks
Procurement for	RFQ	Internal	Jan.28,2022	N/A			\$1,126.00	PEE CBE &	N/A	N/A	LAA	N/A	N/A		\$1,126.00	Thanks

[illegible]

Prepared by:  Date: November 11/23/22
Mr. Edwin D. Kai
Procurement Director

Approved by: 
Mr. Emmanuel T. Taplah
Head of Entity/ Chairman PC

Date: Dec 6, 2023

Annex B: Copies of the quarterly actualized procurement plans

Attach copies of Approved Procurement Plans implemented during the quarter for which the report is being submitted]

Annex C: Copies of notice of award

Attach copies of all notice of intent to award contracts submitted to the Commission in accordance with Section 31 of the PPCA during the quarter under consideration]

Annex D: Copies of signed contracts

Attach copies of all contracts signed during the quarter]

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

Attach a copy of the minutes of the Procurement Committee meeting during which the quarterly procurement report was approved]