



Office of the Director General

LIBERIA BROADCASTING SYSTEM

P.O.Box 594, Paynesville, Liberia, West Africa
Cell: +231-779-033-430

www.elbcradio.com

August 15, 2023

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

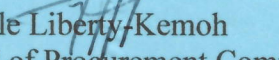
Dear Mr. Johnson,

The Procurement Committee of the Liberia Broadcast System herewith submits to your office its 2nd Quarter Procurement Report for the Fiscal Year 2023.

This report summarizes the Procurement activities implemented at the Liberia Broadcasting System for the period April 1, 2023 to June 30, 2020.

Kind regards

Sincerely yours,

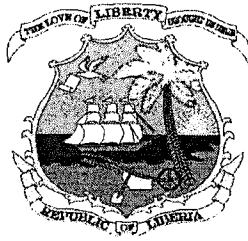

Estelle Liberty Kemoh
Head of Procurement Committee/
Director General, LBS

Josephine Galescia
Aug. 30, 2023
12:33 PM



REPUBLIC OF LIBERIA

The Liberia Broadcasting System



Quarterly Procurement Report FY 2023

For the Second *Quarter April 1 - June 30, 2023*

Date of Submission: 8/15/2023

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 quarter April 1, 2023 – June 30, 2023 for your review and consideration.

During the period under review, The Liberia Broadcasting System commence the implementation of **twelve (12 procurement packages out of the Thirty three (31) of the planned contract packages** within our provisional approved procurement plan for the period under review.

Out of the total procurement being implemented thus far, the total number of contract packages acquired through each method of procurement along with the titles of the packages, for RFQ was used for the acquisition of seven (7) contract packages (Assorted), whereas the NCB method of procurement was used for the acquirement of four (4) contract packages (Air Tickets, vehicle Insurance, Vehicle Rental, Scratch Cards, & Repairs & Maintenance of vehicles). Additionally, the RB method was used to acquire one (1) package (petroleum product).

2.0 Challenges

One of the challenges is getting businesses, most especially Liberian businesses to take part in competitive bidding processes and those that will try taking part, will either submit incomplete documentations or will not follow the regulations of the bidding processes.

3.0 Recommendations

That the Public Procurement & Concessions Commissions (PPCC) conducts regular awareness and workshop aim at encouraging Liberian businesses to take advantage of procurement opportunities and bidding processes.

4.0 Annexes:

Annex A: Summary Table

General Information
Liberia Broadcasting System
Quarterly Procurement Report
2 nd quarter April -- June, 2023

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	Date of Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1.	IFB NO.1.BS/SBA/RB 001 23	Petroleum products	RB	GOL & LBS Internal Revenue	02/03/23	03/03/23	2	04/17/23	388,044.00	Aminata & Sons & Conex Energy	Compliance	05/01/23	12/27/23	12/30/23	
2.	IFB NO.1.BS/NCB /004/23	Repair& maintenance services vehicle	NCB	GOL & LBS Internal Revenue	02/06/23	03/06/23	1	03/27/23	35,000.00	Destiny General Spare Parts	Compliance	05/01/23	12/28/23	12/31/23	
3.	IFB NO.1.BS/SBA /RFQ/001/23	Cleaning materials	RFQ	LBS Internal Revenue	02/16/23	02/23/23	3	04/17/23	6,000.00	Liberia Home Office & Solution	Compliance	04/10/23	12/21/23	12/29/23	
4.	IFB NO.1.BS/NCB /001/23	Scratch Cards	NCB	GOL & LBS Internal Revenue	02/06/23	03/06/23	1	04/10/23	15,600.00	RAJ Enterprise Inc.	Compliance	05/01/23	12/20/23	12/28/23	



5.	IFB NO. LBS/SBA/RFQ/002/23	Stationery	RFQ	GOL & LBS Internal Revenue	02/06/26	02/13/23	2	03/27/23	10,000.00	Liberia Home Office & Solution	Compliance	04/10/23	12/23/23	12/29/23	
6.	IFB NO.LBS/RFQ/007/23	Furniture	RFQ	LBS Internal Revenue	02/16/23	02/22/23	6	03/27/23	5,500.00	Mattar Trading Company.	Compliance	04/10/23	12/21/23	12/31/23	
7.	IFB NO. LBS/NCB/003/23	Vehicles Insurance	NCB	GOL & LBS Internal Revenue	02/06/23	03/06/23	2	02/18/23	16,000.00	Sunu Assurances Liberia LTD	Compliance	04/10/23	12/23/23	12/29/23	
8.	IFB NO.LBS/RFQ/006/23	Computer supplies & Accessories	RFQ	GOL & LBS Internal Revenue	02/16/23	02/23/23	4	03/24/23	10,000.00	SKY - Tech International Inc.	Compliance	04/10/23	12/21/23	12/31/23	
9.	IFB NO.LBS/FRQ/005/23	Office Equipment & Equipment's	RFQ	LBS Internal Revenue	02/06/23	02/13/23	2	03/27/23	10,000.00	RAJ Enterprise Inc.	Compliance	05/01/23	12/21/23	12/31/23	
10	IFB NO.LBS/NCB/002/23	Air Tickets	NCB	GOL & LBS Internal Revenue	02/06/23	03/06/23	1	03/27/23	15,000.00	Expert Travel Services Incorporated	Compliance	04/10/23	12/23/23	12/31/23	
11	IFB NO.LBS/RFQ/008/23	Fixtures& Lights	RFQ	LBS Internal Revenue	02/06/23	02/13/23	1	03/27/23	4,500.00	Eagle Electrical Corp	Compliance	04/10/23	12/23/23	12/31/23	
12	IF NO.LBS/SBA/RFQ/010/23	Garbage Collection	RFQ	LBS Internal Revenue	02/06/23	02/13/23	1	03/27/23	1,500.00	Libra Sanitation Inc.	Compliance	05/01/23	12/20/23	12/27/23	

Prepared by: 
Augustine K. Sambollah
Procurement Director

Date: 8/7/2023

Approved by: 
Estelle Liberty Kernoh
Head of Entity/ Chairman PC

Date: 08/15/23

LIBERIA BROADCASTING SYSTEM PAYNESVILLE, LIBERIA

PROCUREMENT COMMITTEE MEETING

The Procurement Committee of the Liberia Broadcasting System met on the 11th day of August, 2023. The meeting was held in the office of the Committee Chairperson and Director General, Hon. Estelle Liberty Kemoh. The agenda of the meeting was read and a motion made by DDG/A Tetee Gebro to accept the agenda, which was seconded by Comptroller A. Byron Chappie. The agenda of the meeting included the following:

1. Opening prayer
2. Welcome remarks
3. Briefing , Director of Procurement
4. Discussion on PPCC quarterly report
5. Closing prayer

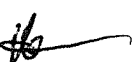
Opening Prayer: The opening prayer was led by the Comptroller A. Byron Chappie, followed by welcome remarks by the Director General Hon. Estelle Liberty Kemoh. She welcomed members of the Procurement Committee. The DG informed members of PC that the meeting is in keeping with the Public Procurement and Concessions Commission Act of 2010, which stated that the Procurement Committee shall meet as and when required to review a bid or perform related functions but shall in any event meet at least once every quarter. She said, this meeting is mainly to discuss the PPCC report prepared by the procurement Unit of the Liberia Broadcasting System and to know the status of the procurement activities.

Briefing the Committee on the procurement processes, the Director of Procurement Augustine K. Sambollah said, some of the procurement processes are completed, while some are ongoing processes from time to time. He said we could not implement the entire plan due to the lack of funding. During the period under review, the Liberia Broadcasting System completed the implementation of twelve (12 procurement packages out of the Thirty one (31) of the planned contract packages within our approved procurement plan for the period under review.

Out of the total procurement being implemented thus far, the total number of contract packages acquired through each method of procurement along with the titles of the packages, for RFQ was used for the acquisition of seven (7) contract packages (Assorted), whereas the NCB method of procurement was used for the acquirement of four (4) contract packages (Air Tickets, vehicle Insurance, Vehicle Rental, Scratch Cards, & Repairs & Maintenance of vehicles). Additionally, the RB method was used to acquire one (1) package (petroleum product).

After a brief interactions and discussions, the Procurement Committee accepted and endorsed the report from the Procurement Unit for onward submission to PPCC.

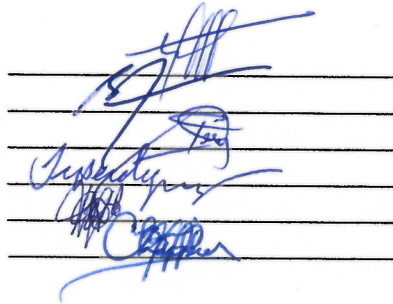
The meeting ended with a closing prayer by Hon. Sorbor George, Deputy Director General for Media Services.



LIBERIA BROADCASTING SYSTEM PAYNESVILLE, LIBERIA

Those in attendance:

1. Estelle Liberty Kemoh
2. Sorbor George
3. Tetee Gebro
4. Tepenty Young
5. Jallah Grayfield
6. A. Byron Chappie



Prepared by 
Augustine K. Sambollah
Secretary