



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



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Ref. **PPCC/RL/CEO/479/'21**

July 5, 2022

Hon. Robert W. Budy, Sr.  
**COMMISSIONER GENERAL**  
Liberia Immigration Service  
Monrovia, Liberia

Dear Hon. Budy:

Subject: **PPCC RESPONSE: REQUEST FOR "NO OBJECTION" TO AWARD TRANSPORT EQUIPMENT CONTRACTS TO CACTUS MOTORS (LOT#1 – 12 DOUBLE CABIN PICKUPS) AND CAPE AUTOMOTIVE SOLUTION (LOT#2 – 4 SUV JEEPS) FOR FISCAL YEAR 2022**

We present our compliments and wish to acknowledge receipt of your letter and accompanying documents, which sought the approval of the Commission for the Liberia Immigration Service (LIS) to award Transport Equipment contracts to **Cactus Motors (Lot#1 – 12 Double Cabin Pickups)** and **Cape Automotive (Lot#2 – 4 SUV Jeeps)** at a cost of **US\$370,800.00** and **US\$186,550.00**, respectively.

The Commission, upon review of your submissions, highlights the following:

- That the Liberia Immigration Service submitted (**Hard copies**) including: bid documents, bid evaluation report, procurement committee meeting minutes, bid opening minutes, draft contracts, etc.;
- That the LIS employed the Restricted Bidding (RB) of procurement for this process;
- That as per the GSA's submissions, four (4) companies submitted bid (**Cape Automotive Solutions, CICA Motors, GBK Motors and Cactus Motors**);
- That as per the GSA's BEP Report, **Cactus Motors** and **Cape Automotive Solutions** were deemed responsive to stipulated requirements for Lots #s 1 and 2, respectively.

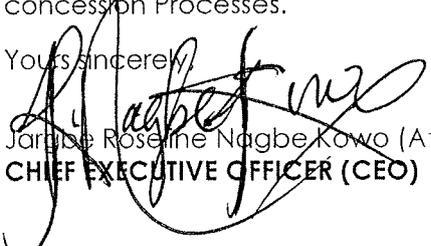
Thus, the Commission upon overall scrutiny of LIS' submissions and accompanying documents, hereby states below:

- That a "**No Objection**" is rendered for the Liberia Immigration Service to award Transport Equipment contracts to **Cactus Motors (Lot#1 – 12 Double Cabin Pickups)** and **Cape Automotive (Lot#2 – 4 SUV Jeeps)** at a respective cost of **US\$370,800.00** and **US\$186,550.00**.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested to by the Minister responsible for Justice. **The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.**

The Public Procurement and Concessions Commission admonishes and it a priority that you remain primarily in compliance with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality and ultimate public confidence in our procurement and concession Processes.

Yours sincerely,

  
Jaribbe Roseline Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER (CEO)**

Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia



REPUBLIC OF LIBERIA  
**LIBERIA IMMIGRATION SERVICE (LIS)**

MINISTRY OF JUSTICE  
MONROVIA



OFFICE OF THE COMMISSIONER GENERAL

Ref. No:145/RWBS/CG/LIS/MOJ/06/22

June 16, 2022

Attorney Roseline Nagbe Kowo  
**Chief Executive Officer**  
Public Procurement & Concession Commission (PPCC)  
Capitol Hill, Monrovia

*Received:  
Dennis Taylor  
June 16, 2022  
Time: 15:37*

Dear Madam Chief Executive Officer:

**Ref: REQUEST FOR NO OBJECTION TO APPROVE THE PURCHASE OF 16 VEHICLES FOR LIS:**

The Liberia Immigration Service presents its compliments and wishes to submit, herewith for your kind information, attention, perusal, consideration to endorse a report for the bid with reference No. LIS/RB/001/2022, that was Conducted recently, consistent with Section 31 of the PPCC ACT of 2010 relative to entering a contract.

During the bidding process, the following Companies participated in the Bid and their representatives were present during the opening:

- CACTUS MOTORS**
- CICA MOTORS**
- GBK MOTORS**
- CAPE AUTOMOTIVE**

We also want to clarify that, Prestige Motor Corporation registered for the bid but did not submit.

Please note, Madam Chief Executive Officer, that these Companies submitted their bid documents on February 28, 2022 as per schedule, as evidenced by the attached bid submission form.

As you will note from the Report, the bid Evaluation Committee recommended two Companies as winners for the Vehicles bid. The bid was categorized into Lots (Lot I, Lot IIA and Lot IIB).



Lot I represents the 12 pickups, Lot IIA represent one 4X4 jeep (SUV) for our Commissioner's General and Lot IIB represents the three SUV for our Three Deputy Commissioners General. The two companies recommended for the award of contracts are **CACTUS MOTOR** located on 10<sup>th</sup> street, won Lot I (12 pick-ups) and **CAPE AUTOMOTIVE**, located on UN Drive/Center street, won Lot IIA and Lot IIB (four SUV).

In view of the above, the Liberia Immigration Service requests your kind approval for **No Objection to award the contracts to CACTUS Motor and CAPE AUTOMOTIVE**. According to the Bid Evaluation Committee's reports, both Companies met all of the requirements as stipulated in the tender's document coupled with the responsiveness of their bids prices as follows:

1. **CACTUS MOTOR FOR THE 12 DOULBE CARBINE PICK-UPS OFFERED \$370,800.00 USD**
2. **CAPE AUTOMOTIVE FOR THE FOUR SUV OFFERED \$186,550.00 USD**

Both totaled is in the tune of five hundred Fifty-Seven thousand, three hundred fifty United States Dollars (**\$557,350.00 USD**) as compared to that of the other bidders' prices.

Please find attached hereto, for your further attention and perusal, the bid documents, invitation letter to the vendors to participate, minutes of Procurement Committee, bid registration form, bid submission form, bid evaluation reports, Procurement Committee's approval to the head of Entity, etc...

Your usual kind cooperation is highly appreciated.

Sincerely yours,

  
Robert W. Budy, Sr.  
**COMMISSIONER GENERAL OF IMMIGRATION, R.L**

