



**Liberia Maritime Authority**

P.O BOX10-9042  
1000 MONROVIA, 10 LIBERIA  
1948 Maritime Drive  
Congo Town



**LIMA/COM/LEN/L-0174/'22**

April 12, 2022

Hon. Atty. Roseline Nagbe Kowo

**Executive Director**

Public Procurement & Concessions Commission

Executive Mansion Grounds

Capitol Hill

Monrovia, Liberia

Dear Honorable Kowo:

The Procurement Committee of The Liberia Maritime Authority herewith submits to your office its First (1<sup>st</sup>) Quarter Procurement Report for the Fiscal Year 2022.

This report summarizes the procurement activities implemented at the Liberia Maritime Authority for the period January to March 2022.

Kind Regards.



Lenn Eugene Nagbe

**Commissioner /CEO**

**Head of the Procurement Committee**

Monrovia

Vienna

New York

Hamburg

London

Zurich

Piraeus

Hong Kong

Tokyo

REPUBLIC OF LIBERIA  
LIBERIA MARITIME AUTHORITY



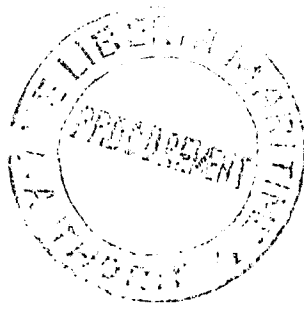
Quarterly Procurement Report  
Fiscal year 2022  
For the 1<sup>st</sup> Quarter January - March

Date: April 12, 2022



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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 quarterly report to the Commission, We are pleased to submit the Procurement Report for First Quarter of Fiscal Year2022, for your review and consideration.

During the period under review, *The Liberia Maritime Authority* has not completed the implementation of *procurement packages* out of its Twenty eight (28) contract packages within our approved procurement plan for the period under review.

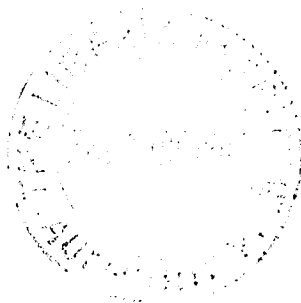
Out of the total procurement to be implemented thus far, Five (5) contract packages (Cleaning Materials, Office Furniture, Courier Service, Freight, Handling & Forwarding Service, and Vehicle Insurance Service) will use the procurement method of Request for Quotation (RFQ). Twelve (12) Contract Packages (Computer Accessories, Food Stuff, Stationery Supplies, Publication Service, Generator Maintenance Service, Printing & Binding Service, Air Ticketing Service, Catering Service, Equipment Maintenance Service, Medical & Life Insurance Service, Construction of Road, and Construction of Annex (Building)) will use National Competitive Bidding (NCB method, Nine (9) Contract Packages (Rice, Stationery Supplies, Petroleum Product, Security Supplies & Materials, Office Equipment, Vehicle Rental Service, Building Maintenance Service, Security Guard Service, and Communication, Surveillance & Monitoring Equipment) will use Restricted Bidding Method (RB). One (1) Contract Package (Internet Connectivity Service) will use Sole Source Method. While Seven (7) Consultancy Contract Packages (Financial Consultancy Service, IT Consultancy Service, ISPS Consultancy Service, Press & Public Relation Consultancy Service, Training Consultancy Service, Business Development Consultancy Service and Reality Evaluation Consultancy Service) will use Fixed Budget Selection (FBS).

## 2.0 Challenges

**Delay of the Board resolution is a challenge.** The Board Resolution signals that the Authority's Corporate Budget has been approved by the board members of the Authority. It is an important instrument needed by the Public Procurement & Concession Commission (PPCC) in order to approve the Authority's Procurement Plan.

## 3.0 Recommendations


With the challenge above mentioned, we recommend that the annual Budget planning process begins early September for the next Procurement Cycle to allow enough time for proper procurement planning and the Board Resolution for the budget of the next fiscal year be sign by all members of the Board before the end of December of each year considering the early approval of the Authority's Procurement Plan by PPCC






GENERAL INFORMATION
Liberia Maritime Authority
QUARTERLY PROCUREMENT REPORT
1st Quarter for Fiscal Year 2022

SUMMARY OF PROCUREMENT IN PROGRESS< PROCUREMENT COMPLETED & CONTRACTS SIGNED																	
SPECIFIC INFORMATION																	
Item NO.	Package Code	Contract Package Description	Procurement Method	Source of Funding	Date of Advertisement / Bid Invitation	Date of Closing / Bid Submission	Number of Bid Received	Date of Transmission of Contract Award Notice by PC	Actual Contract Value	Name of supplier / Contractor / Consultant / Service	supplier / Contractor/ Consultant/ Service Provider PCC 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)
1	IFB NO. LIM/ANCB/001/22	Publication Service	NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$63,975.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
2	IFB NO. LIM/SS/001/22	Internet Connectivity Service	SS	Corporate Funds	N/A	N/A	1Vendor	N/A	\$22,800.00	Libtelco	PCC/ VR	GOL	GOL		N/A	12/31/2022	\$5,625.00
3	IFB NO. LIM/ARFQ/001/22	Courier Service	RFQ	Corporate Funds	N/A	N/A	N/A	N/A	\$3,500.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
4	IFB NO. LIM/ARFQ/002/22	Office Furniture	RFQ	Corporate Funds	N/A	N/A	N/A	N/A	\$5,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
5	LIM/ARB/001/22	Security Supplies & Materials	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$21,735.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
6	IFB NO. LIM/ARB/002/22	Office Equipment	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$17,310.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
7	IFB NO. LIM/ARB/003/22	Rice Generator Maintenance Service	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$46,560.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
8	LIM/ANCB/002/22	Freight Forwarding & Handling Computer & Accessories	NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$25,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
9	IFB NO. LIM/ARFQ/003/22		RFQ	Corporate Funds	N/A	N/A	N/A	N/A	\$3,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
10	LIM/ANCB/003/22		NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$60,300.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
11	IFB NO. LIM/ANCB/043/22	Food Stuff	NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$47,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
12	LIM/ARFQ/004/22	Cleaning Material	RFQ	Corporate Funds	N/A	N/A	N/A	N/A	\$10,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A

PREPARED BY:   
Alexander B. Mitchell  
Procurement Director

DATE: April 12, 2022


APPROVED BY:   
Hon. Lenn Eugene Nabbe  
Head of Entity / Chairman

DATE: \_\_\_\_\_



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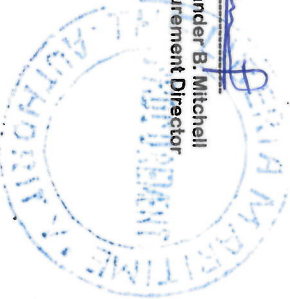
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IFB NO. 13 2	LIMA/SBA/RB/001/2	Vehicle Rental Service	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$20,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
IFB NO. 14 2	LIMA/SBA/RB/002/2	Petroleum Product	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$196,837.00	N/A	N/A	N/A	GOL	N/A	N/A	12/31/2022	N/A
IFB NO. 15 22	LIMA/SBA/NCB/001/	Scratch Card	NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$55,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
IFB NO. 16 2	LIMA/SBA/RB/003/2	Stationery Supplies	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$46,750.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
IFB NO. 17 22	LIMA/SBA/NCB/002/	Printing & Binding Service	NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$80,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
IFB NO. 18 22	LIMA/SBA/RFQ/001/	Vehicle Insurance Service	RFQ	Corporate Funds	N/A	N/A	N/A	N/A	\$9,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
IFB NO. 19 22	LIMA/SBA/NCB/003/	Air Ticketing	NCB	Corporate Funds	N/A	N/A	N/A	N/A	\$54,500.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
IFB NO. 20 2	LIMA/SBA/RB/004/2	Repair Maintenance Non Residential Buildings	RB	Corporate Funds	N/A	N/A	N/A	N/A	\$40,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A

PREPARED BY :   
 Alexander B. Mitchell  
 Procurement Director

DATE: April 12, 2022

APPROVED BY:   
 Hon. Lemmy Eugene Naebe  
 Head of Entity / Chairman PC

DATE: \_\_\_\_\_





## GENERAL INFORMATION

**Liberia Maritime Authority**

**QUARTERLY PROCUREMENT REPORT**

1st Quarter for Fiscal Year 2022

**SUMMARY OF PROCUREMENT IN PROGRESS < PROCUREMENT COMPLETED & CONTRACTS SIGNED**

[illegible]

**PREPARED BY :**

**Alexander B. Mitchell**  
**Procurement Director**

DATE:

APPROVED BY: [Signature]  
Hon. Lemn Eugene Nagbe  
Head of Entity / Chairman PC

DATE: -----



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29	RFP NO. LIMA/SBA/FBS/001/22	Financial Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$7,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
30	RFP NO. LIMA/SBA/FBS/002/22	IT Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$12,000.00	N/A	N/A	N/A	GOL	N/A	N/A	12/31/2022	N/A
31	RFP NO. LIMA/SBA/FBS/003/22	ISPS Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$55,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
32	RFP NO. LIMA/SBA/FBS/004/22	Press & Public Relation Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$46,750.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
33	RFP NO. LIMA/SBA/FBS/005/22	Training Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$80,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
34	RFP NO. LIMA/SBA/FBS/006/22	Business Development Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$9,000.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A
35	RFP NO. LIMA/SBA/FBS/007/22	Realty Evaluation Consultancy Service	FBS	Corporate Funds	N/A	N/A	N/A	N/A	\$54,500.00	N/A	N/A	N/A	N/A	N/A	N/A	12/31/2022	N/A

PREPARED BY :  DATE: April 12, 2022

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