



REPUBLIC OF LIBERIA

LIBERIA MEDICINES & HEALTH PRODUCTS REGULATORY AUTHORITY (LMHRA)

P. O. Box 1994, 2nd & 3rd Floors, Clay Building, Sekou Toure Avenue, Mamba Point
1000 Monrovia, 10 Liberia - West Africa



Office of the Managing Director
Email (official): kc.smith@lmhra.gov.lr
Email (private): keturahsmith1@gmail.com
Tel: 0886681442/0770184007

REF.: LMHRA/RL/MD/2023/00186

August 29, 2023

**The Executive Director
Public Procurement and Concessions Commission
Executive Mansion Grounds, Capitol Hill
Monrovia, Liberia**

Dear Sir:

Ref: SUBMISSION OF LMHRA'S PROCUREMENT REPORT

The Procurement Committee of the Liberia Medicines and Health Products Regulatory Authority (LMHRA)'s herewith submits to your office its 1st Quarter Procurement Report for Fiscal Year 2023.

This report summarizes the procurement activities implemented at the LMHRA for the period January – March 2023.

With the assurances of my highest esteem, I remain,

Yours truly,

Dr. Keturah C. Smith-Chineh
BSc, BPharm, MPCPharm, MPH, PharmD
Managing Director

Enclosure



Received:
Theophilus B. Kollie
Sept. 25, 2023
Time: 11:45 Am

REPUBLIC OF LIBERIA

LIBERIA MEDICINES AND HEALTH PRODUCTS REGULATORY AUTHORITY (LMHRA)



Quarterly Procurement Report

FY 2023

For the 1st Quarter (January – March)

Date of Submission: August 29, 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 1st Quarter (January-March), for your review and consideration.

During the period under review, Liberia Medicines and Health Products Regulatory Authority (LMHRA) has completed the implementation of Five (5) procurement packages out of the thirty (30) approved planned procurement packages of contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, the SS method was used for the acquisition of one (1) contract packages (Internet Connectivity IFBNO.LMHRA/SBA/SS/001/2023 and), the RFQ method was used for the acquisition of one (1) contract package (Publication IFBNO.LMHRA/SBA/RFQ/001/2023), the RB was used for the acquisition of one contract package (Petroleum Products IFBNO.LMHRA/SBA/RB/002/2023) and the NCB method was used for the acquisition of two (2) contract package (Security Guard Service IFBNO.LMHRA/SBA/NCB/004/2023) and Personnel Non-life Insurance Coverage (IFBNO.LMHRA/SBA/NCB/005/2023).

2.0 Challenges

During the course of the period under review the following challenges and constraints were encountered: delay in the passage of the national budget, delay in the development of our internal budget and cash plan, no budgetary allotment from GOL to support the implementation of all of the planned procurement packages.

3.0 Recommendations

Recommend that the Management of LMHRA better equip the Procurement Unit with more logistics which will enable the unit to be more effective. I recommend that Finance prepare the budget and cash plan in time which will ensure the timely preparation of the entity's procurement plan. PPCC resume the yearly or quarterly refresher or brush over workshop as is was done in the past to keep all public procurement practitioner up to date with all changes and adjustments templates, regulations and rules.

4.0 Annexes:

Annex A: Summary Table

General Information
Liberia Medicines & Health Products Regulatory Authority (LMHRA)
Quarterly Procurement Report
1 st Quarter (January-March)

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 Status	Business Legal Owner	Business Beneficiary Owner	Date Contract Signed	Date Delivery/Inspection
1	IFBNO. LMHR ASBA/SS/001/23	Internet Connectivity	SS	Internal Revenue Generation	N/A	N/A	1	02/07/23	23,650.00	Connect Liberia	Active	Lebanese	Lebanese	01/25/23	04/01/23
2	IFBNO. LMHR A/SBA/RFQ/001/2023	Publication	RFQ	Internal Revenue Generation	01/24/23	01/31/23	1	01/31/23	8,682.00	In Profile New Era Lib Media	Active	Liberian	Liberian	01/31/23	02/01/23
3	IFBNO. LMHR A/SBA/RB/002	Petroleum Products	RB	Internal Revenue Generation / GOL	January 31, 2023	February 22, 2023	1	April 4, 2023	119,822.15	Petrol Trade	Active	Liberian, Lebanese	Liberian, Lebanese	03/24/23	N/A

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]