



LPRC
OFFICE OF THE
MANAGING DIRECTOR

Liberia Petroleum Refining Company

P.O. Box 10-0090,
1000 Monrovia,
10 Liberia, West Africa
Tel: +231 (0) 77-859-002

Ref: LPRC -MUC /036/2023

April 6, 2023

Cllr. Jargbe Roseline Nagbe Kowo
Executive Director
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Dear Cllr. Kowo:

The Procurement Committee of the Liberia Petroleum Refining Company (LPRC) herewith submits to your office the first Quarter Procurement Report for the period (January to March 2023).

This report summarizes the procurement activities implemented at LPRC for the reporting period.

Sincerely yours,

Marie Urey Coleman
Managing Director/Chairperson
PROCUREMENT COMMITTEE

Attachment:

Received:
Dennis Taylor
April 12, 2023
Time: 11:18pm

REPUBLIC OF LIBERIA

LIBERIA PETROLEUM REFINING COMPANY



First Quarterly Procurement Report for

The Period January to March 2023

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1.0 Introduction and Summary

In keeping with Section 27(g) and 43(9) of the Amended and Restated Public Procurement and Concessions Act which requires each Procuring Entity to submit quarterly report to the Commission, LPRC is pleased to submit the Procurement Report for First (1st) Quarter of the period, 2023, for your review and consideration.

In keeping with Section 40 of the PPC Act, the LPRC Annual Procurement Plan was approved by the Public Procurement & Concessions Commission on February 28, 2023 but the Procurement Department received the approved plan on March 21, 2023.

The following bidding processes approved on the Procurement Plan were commenced during the reporting period:

1) Employee Rice Supply	(IFB. No.LPRC/SBA/NCB/006/2023)
2) Scratch Cards Supply	(IFB. No.LPRC/NCB/002/2023)
3) Medical Insurance Coverage	(IFB. No.LPRC/SBA/RB/002/2023)
4) Vehicle Insurance Coverage	(IFB. No.LPRC/SBA/RB/003/2023)
5) Petroleum Product Supply	(IFB. No.LPRC/SBA/RB/001/2023)
6) Vessel Inspection	(RFP. No.LPRC/QCBS/001/2023)
7) Clinic Supplies	(IFB. No.LPRC/SBA/RFQ/003/2023)
8) Dry Cell Battery	(IFB. No.LPRC/RFQ/009/2023)
9) Water Dispenser	(IFB. No.LPRC/RFQ/007/2023)
10) Heavy Duty Grease	(IFB. No.LPRC/RFQ/004/2023)

2.0 Challenges

- Difficult obtaining quotes from potential suppliers especially for commercially standard goods.
- Increase in transaction cost in processing small scale procurement.
- Reluctance by vendors to submit repetitive quotes for smaller items, works and services.

3.0 Recommendations

We recommend:

- That the Commission strengthens its monitoring and evaluation process.
- Continuous capacity building efforts of present practitioners.
- That the Commission set a baseline threshold for small scale purchases and services to reduce transaction cost in acquiring those items, works/ services.

General Information	
Liberia Petroleum Refining Company	
Quarterly Procurement Report	
First (1 st) Quarters- 2023	

SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACT SIGNED																
SPECIFIC INFORMATION																
Item No.	Package Code	Contract Package Description	Procurement Method	Source of Funding	Date of Advertisment/ Bids Invitation	Date of Closing of Bids Submission	Number of Bids Received	Date of Transmiss ion of Contract Award Notice by PC	Actual Contract Value	Name of Supplier/ Contractor/ Consultant/ Service Provider	Supplier/ Contractor/ Consultant/ Service Provider PPCC VR Status	Date Contract Signed	Date of Delivery / Inspection	Proposed Contract completion Date	Contract progress Status (Amount Paid)	Remarks
1	IFB. No.LPRC/ SBA/NCB/ 006/2023	Employee Rice Supply	NCB	Approved Budget 2023	3/27/23	4/27/22	Pending	Pending	Pending	Pending	Register on the VR	pending	Pending	12/31/23	N/A	
2	IFB. No.LPRC/ NCB/002/2 023	Scratch Cards Supply	NCB	Approved Budget 2023	3/27/22	4/27/22	Pending	Pending	Pending	Pending	Register on the VR	Pending	Pending	12/31/23	N/A	
3	IFB. No.LPRC/ SBA/RB/0 02/2023	Medical Insurance Coverage	RB	Approved Budget 2023	3/28/23	4/28/23	Pending	Pending	Pending	Pending	Register on the VR	Pending	Pending	12/31/23	N/A	
4	IFB. No.LPRC/ SBA/RB/0 03/2023	Vehicle Insurance Coverage	RB	Approved Budget 2023	3/28/23	4/28/23	Pending	Pending	Pending	Pending	Register on the VR	Pending	Pending	12/31/23	N/A	

5	IFB. No.LPRC/ SBA/RB/001/2023	Petroleum Product Supply	RB	Approved Budget 2023	3/28/23	5/9/23	Pending	Pending	Pending	Register on the VR	Pending	Pending	12/31/23	N/A
6	IFB. No.LPRC/ QCBS/001/2023	Vessel Inspection	QCBS	Approved Budget 2023	3/27/23	4/10/23	Pending	Pending	Pending	Register on the VR	Pending	Pending	12/31/23	N/A
7	IFB. No.LPRC/ SBA/RFQ/003/2023	Clinic Supplies	RFQ	Approved Budget 2023	2/28/23	3/06/23	3	N/A	US\$413.00	LIPFOCO & Raj Enterprise	3/07/23	3/13/23	12/31/23	N/A
8	IFB. No.LPRC/ RFQ/009/2023	Dry Cell Battery	RFQ	Approved Budget 2023	1/04/23	1/09/23	3	N/A	US\$110.00	Beever Company	1/11/23	1/13/23	12/31/23	N/A
9	IFB. No.LPRC/ RFQ/007/2023	Water Dispenser	RFQ	Approved Budget 2023	2/2/23	2/7/23	3	N/A	US\$175.00	Office Ideas	2/21/23	2/22/23	12/31/23	N/A
10	IFB. No.LPRC/ RFQ/004/2023	Heavy Duty Grease	RFQ	Approved Budget 2023	2/2/23	2/7/23	3	N/A	US\$822.00	Omega Supply Chain	2/28/23	2/28/23	12/31/23	N/A

Prepared by: 
Stanley M. Beain
Procurement Manager

Date: 04/06/2023
Approved: 
Hon Marie Urey Coleman
Head of Entity/ Chairperson PC

Date: 4/11/23