



Liberia Petroleum Refining Company

OFFICE OF THE
MANAGING DIRECTOR

Ref: MUC-LPRC/102/2023

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

September 25, 2023

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

Dear Mr. Johnson:

We present our compliments and wish to request the commission's approval for "**No Objection**" to allow the Liberia Petroleum Refining Company (LPRC) award Vessel Inspection Service (RFP No.LPRC/QCBS/001/2023) contract to Universal (Lib) Surveyors Inc. for the Fiscal year 2023/2024. Universal (Lib) Surveyors Inc. is the winner of the bidding process conducted for Fiscal Year 2023/2024.

Hence, LPRC intends to enter into a framework agreement with the selected company using the unit price of US\$0.90 cents per metric ton for vessel inspection for the duration of the agreement.

I have attached the below listed documents from the bidding process for your review:

- a) Standard Bidding Document
- b) Copies of Request for Expression of Interest (REOI) in the local dailies
- c) Copies of EOI, Technical and Financial proposals submitted
- d) Copies of memo for EOI, Technical and Financial opening
- e) Assessment Panel, Technical and Financial Evaluation Panel Reports
- f) Minutes of Bid Opening Meetings for REOI, Technical and Financial openings
- g) Memo Constituting the Assessment Panel, Technical and Financial Evaluation Panels
- h) Letter inviting consultant to submit technical and financial proposals
- i) Proof of companies that submitted EOI
- j) Proof of companies shortlisted to submit Technical & Financial proposals
- k) Proof of companies that bought proposal document
- l) Proof of companies that submitted Technical and Financial Proposals
- m) Minutes of Procurement Committee meeting/ Resolution
- n) Draft Contract

Thank you for your usual understanding as we await your timely response.

Kindest Regards,

Marie Urey Coleman
Managing Director

Attachments:

Received:
Theophilus Kollie
Sept. 26, 2023
Time: 12:09pm



REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: www.ppcc.gov.lr EMAIL: info@ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/OIC/214/'23

October 16, 2023

Hon. Marie Urey Coleman
MANAGING DIRECTOR
Liberia Petroleum Refining Company
Republic of Liberia

Dear Hon. Coleman:

Subject: **PPCC RESPONSE: REQUEST FOR "NO OBJECTION" TO AWARD VESSEL INSPECTION SERVICE CONTRACT TO UNIVERSAL LIBERIA SURVEYORS- FISCAL YEAR 2023**

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 Petroleum Refining Company (LPRC) to sole source **Universal Liberia Surveyors** for the provision of vessel inspection service for Fiscal year 2023/2024.

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

- That the Liberia Petroleum Refining Company submitted (**Hard copies**) including: RFP bidding document, copies of REQI, copies of EOI -technical and financial proposals, procurement committee minutes, etc.;
- That the LPRC employed the National Competitive Bidding method and only one bidder submitted (**Universal Liberia Surveyor**);
- That **Universal Liberia Surveyor** was deemed the lone responsive bidder for the preliminary, technical and financial stages of evaluation, as per the LPRC's BEP Report.

The Commission, upon overall review of your submission renders "No Objection" for the Liberia Petroleum Refining Company (LPRC) to sole source **Universal Liberia Surveyors** for the provision of vessel inspection service, and for a period up to **December 31, 2023**, pending the retendering of the aforementioned procurement through publication on the **PPCC Website, E-Mansion** and the **LPRC Website** to ensure adequate competition.

Kindly be reminded that all contracts which cumulative annual value exceeds 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 Public Procurement and Concessions Commission admonishes and deems it a priority that you remain, **primarily**, in compliance with the PPCA, 2010, as we jointly aspire to achieve Transparency, Accountability, Fairness, Equality and ultimately public confidence in our procurement and concessions processes.

Yours sincerely,


Bodger Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER

LIBERIA PETROLEUM REFINING COMPANY

EVALUATION SCORE SHEET FOR VESSEL INSPECTION (RFP NO. LPRC/QCBS/001/2023)

MANDATORY REQUIREMENT

NO	VENDOR								
EVALUATION CRITERIA	Valid Business Registration	Current Tax Clearance	Proof of PCCC Registration	Article of Incorporation	A brief presentation of the firm's profile	A list of key personnel and their qualifications (at least 3 persons with minimum Bachelor Degree)	A reference list of at least (1) past or current client for whom you have performed similar task. Provide emails, addresses and contacts numbers. (Attach MOU/Agreement	Show proof of experience of being in the Petroleum Inspection business for minimum five (5) years. (Attached proof)	Total Com
1 Universal (Lib) Surveyors Inc.	C	C	C	C	C	C	C	C	8

NAMES

SIGNATURE

Note: C= Compliant and NC= Non-

1 Eric Ceekay Sayee

2 Togba M. Brown

3 Ronald Nagbe

4 Peter Lablah

5 Yeayea Kollie

LIBERIA PETROLEUM REFINING COMPANY

EVALUATION SCORE SHEET FOR VESSEL INSPECTION SERVICE

(RFP NO. LPRC/OCBS/001/2023)

TECHNICAL EVALUATION CRITERIA

NO		VENDOR		TECHNICAL EVALUATION CRITERIA				
EVALUATION CRITERIA		Proposed Work Plan & Methodology		The Vessel Inspection Firm (bidder)		KEY PERSONNEL		
		Submit Demonstrated Understanding of the Technical approach and methodology Requirements of the SERVICE	Provide List of staffs and total man hours including subcontractors (if any) to be involved in the execution of the service	Show proof of Past performance and Experience as a Vessel Inspection firm in conducting similar assignments over the last Five (5) years. Must Attached copies of Evidences including contracts or MOUs as a Vessel Inspection Firm from at least one client.	Provide List of Reference and detailed address, emails and contacts of minimum one (1) reference for similar Vessel Inspection assignment.	LEAD INSPECTOR: Must be a qualified professional Vessel Inspection Expert with a minimum of Four (4) years. Must have extensive knowledge in Vessel Inspection. Please attached proof.	SUPERVISOR: Must be a professional vessel inspection Expert. Must have extensive knowledge in Vessel Inspection operations. Must have three (3) years experience in similar assignment.	INSPECTORS: Must be a qualified vessel inspection expert or equivalent with minimum two years experience similar assignment
1	Universal (Lib) Surveyors Inc	5	5	35	5	10	5	5

Findings of the chart:

The Chart shows that Universal (Lib) Surveyors Inc. attained the total score of (70pts) for the technical evaluation criteria and is therefore qualified for financial evaluation.

NAMES

SIGNATURE


1 Eric Ceekay Sayee


2 Togba M. Brown

3 Peter Lablah

4 Ronald Nagbe

5 Yeayea Kollie


Eric Ceekay Sayee
18/01/2023


Togba M. Brown


Peter Lablah


Ronald Nagbe


Yeayea Kollie