



# Liberia Petroleum Refining Company

OFFICE OF THE  
MANAGING DIRECTOR

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Ref. MUC-LPRC/048/2023

May 26, 2023

Mr. Stevenson S. Yond  
Officer- In- Charge (OIC)  
Public Procurement & Concessions Commission  
Executive Mansion Grounds  
Capitol Hill  
Monrovia, Liberia

Dear Mr. Yond,

I extend my compliments and request the Commission's approval ("No- Objection") to allow Liberia Petroleum Refining Company (LPRC) award the contract for Medical Insurance Coverage (IFB No. LPRC/SBA/RB/002/2023) to Medicare Insurance Corporation, the winner of the bidding process.

I have attached the below listed documents for your review:

- a) Standard Bidding Document
- b) Copies of the Invitation for Bid
- c) Proof of companies that received the Invitation for Bid (IFB)
- d) Proof of companies that bought bid document
- e) Proof of companies that submitted bids
- f) Copies of the bids submitted
- g) Copy of memo for bid opening
- h) Minutes of Bid Opening
- i) Copy of memo for Bid Evaluation Panel constitution
- j) Bid Evaluation Panel's Report
- k) Minutes of Procurement Committee meeting/Resolution
- l) Draft Contract

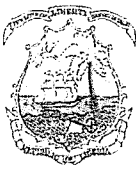
Thanks for your usual understanding as we await your timely response.

Kindest Regards,

Marie Urey Coleman  
Managing Director

Attachments:

Josephine Gelasco  
June 20, 2023  
11:20 AM



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



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357  
Ref. PPCC/RL/OIC/116/'23

June 8, 2023

Hon. Marie Urey Coleman  
**MANAGING DIRECTOR**  
Liberia Petroleum Refining Company  
Monrovia, Liberia

Dear Hon. Coleman:

Subject: **PPCC RESPONSE: REQUEST FOR "NO OBJECTION" TO AWARD CONTRACT TO MEDICARE INSURANCE CORPORATION FOR MEDICAL INSURANCE COVERAGE - 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 award contract to **Medicare Insurance Corporation** for Medical Insurance Coverage at a cost of five hundred three thousand three hundred forty-nine United States Dollars sixty cents (**US\$503,349.60**).

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

- That the Liberia Petroleum Refining Company submitted (**Hard copies**) including: bid documents, bid evaluation report, procurement committee meeting minutes, bid opening minutes, draft contracts, etc.
- That LPRC employed the Restricted Bidding (RB) method of procurement for this process;
- That the LPRC's BEP Report indicates that sixteen (16) bidders were invited to participate and only two (2) companies submitted bids (Medicare Insurance Corporation and Mutual Benefit Assurance Insurance Company);
- That as per the LPRC's BEP Report, **Medicare Insurance Corporation** was deemed responsive in the preliminary, technical and financial evaluations.

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

- That a "**No Objection**" is rendered for the Liberia Petroleum Refining Company to award contract to **Medicare Insurance Corporation** for the service as indicated above and in the stipulated amount of five hundred three thousand three hundred forty-nine United States Dollars sixty cents (**US\$503,349.60**).

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,

Stevenson S. Yond  
**OFFICER IN CHARGE**