



Liberia Petroleum Refining Company

OFFICE OF THE
MANAGING DIRECTOR

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Ref: MUC-LPRC/050/2023

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 present my compliments and request the Commission's approval for "**No Objection**" to allow the Liberia Petroleum Refining Company (LPRC) enter into a Employee Rice Supply (IFB No. **LPRC/SBA/NCB/006/2023**) contract with Brooks Business Center for Fiscal year 2023. Brooks Business Center emerged as the winner of the bidding process conducted.

I PRC intends to enter into a framework agreement with the selected company using the unit prices 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 Newspapers advertisements
- c) Proof of companies that bought bid document
- d) Proof of companies that submitted bids
- e) Copies of the bids submitted
- f) Copy of memo for bid opening
- g) Minutes of Bid Opening
- h) Copy of memo for Bid Evaluation Panel constitution
- i) Bid Evaluation Panel's Report
- j) Minutes of Procurement Committee meeting/Resolution
- k) Draft Contract

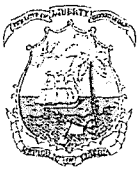
Thank you for your usual understanding as we await your timely response.

Kindest Regards,

Marie Urey Coleman
Managing Director

Attachments:

Josephine Gelescia
June 2, 2023
11:20 AM



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

Ref. PPCC/RL/OIC/112/'23

June 8, 2023

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

Dear Hon. Coleman:

Subject: **"NO OBJECTION" TO USE FRAMEWORK CONTRACT AGREEMENT TO AWARD CONTRACT TO BROOKS BUSINESS CENTER FOR THE SUPPLY AND DELIVERY OF 50KG PARBOILED RICE (LOT 1) AND 25KG PARBOILED RICE (LOT 2) FOR FISCAL YEAR 2023**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the **Liberia Petroleum Refining Company** to award a framework contract to Brooks Business Center for the supply and delivery of the 50kg high quality parboiled rice (Lot 1) and the 25kg (Lot 2) for the respective amounts of **US\$403,260.00** and **US\$22,422.00**.

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

- That Liberia Petroleum Refining Company submitted (**Hard copies**) including: bid documents, bid evaluation report, procurement committee meeting minutes, bid opening minutes, etc.;
- That the BEP's Report indicates that the LPRC employed the National Competitive Bidding and only one (1) bidder submitted bid (Brooks Business Center);
- That Brooks Business Center was deemed the lone most responsive for the stipulated contract package.

The Commission, upon overall review of your submission renders "No Objection" for the **Liberia Petroleum Refining Company** to award a framework contract to contract to Brooks Business Center for the supply and delivery of the goods (Lots 1 and 2) as indicated above, and in the combined stipulated amounts of **US\$425,682.00**.

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,

Stevenson S. Yond
OFFICER IN CHARGE