



Commissioner General



LRA/TDN/CG/085/'23/RL

Date: August 15, 2023

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

Dear Mr. Johnson:

The Procurement Committee of Liberia Revenue Authority (LRA) herewith submits to your office its 1st Quarter Procurement Report for Fiscal Year 2023.

This report summarizes the procurement activities implemented at the Liberia Revenue Authority for the period 1st Quarter (January 3, 2023 to March 31, 2023).

Kind Regards.

Very truly yours,

Thomas Doe Nah
Commissioner General/CEO

*Received:
Theophilus Kollie
September 22, 2023
Time: 12:27 pm*



0888-572-572
0770-572-572



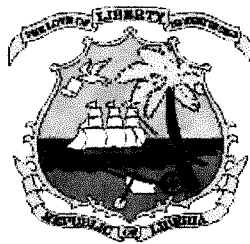
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ELWA Junction,
Paynesville, Liberia

REPUBLIC OF LIBERIA

Liberia Revenue Authority (LRA)



Quarterly Procurement Report

FY 2023

1st Quarter (January 1, 2023 – March 31, 2023)

April 19, 2023

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1.0 Introduction and Summary

During the period (**1st Quarter 2023**) under review, the **Liberia Revenue Authority (LRA)** has implementation of **Seven (7)** out of the total **Thirty (30)** contract package within the Provisional Approval Procurement Plan for the period under review.

A National Competitive Bidding Method (NCB) was planned to acquire Ten (10) Procurement Contract Packages. Out of the total procurement implemented thus far, during the 1st Quarter, four (4) Contract Packages were implemented as SS Method though NCB procurement Method was Planned for. Due to the delay in the FY 2023 bidding process for awarding of contracts, the Procurement Committee approved an extension of three (3) previous contracts from (FY 2022). These contract Packages include (**Vehicles and Bikes Insurance, Janitorial Services, Security Guard Services**).

A Restricted Bidding Method was also planned to acquire One (1) Procurement Contract Package of which a portion of the One (1) Contract Package was implemented under SS Method (**Procurement of Petroleum Product for Tom Card**).

Moreover, a Sole Sources Method (SS) was planned to acquire Six (6) Procurement Contract Packages of which One (1) Contract Package was implemented under SS Method during the period under review (**Repair & Maintenance of Elevator**)

Again, a Request for Quotation Method (RFQ) was planned to acquire Eleven (11) Procurement Contract Packages of which Five (5) Contract Packages were implemented through RFQ Method (**Hall Rental Services, Non-Alcoholic Beverages, Rams & Hard Drives, Photocopier & Shredder, Scanner & Printers, Repair & Maintenance of Photocopier, Shredder, Scanners & Printers &.** Additionally, Quality & Cost Based Selection Method (QCBS) was planned to acquire One (1) Procurement Contract Packages and Consultant Qualification Selection Method (SS) was also planned to acquire One (1) Procurement Contract Packages which non was implemented.

2.0 Challenges

The Liberia Revenue Authority (LRA) encounter challenges during the implementation of the above Procurement Contract Packages as stated for the 1st Quarter 2023. Some of these challenges include:

1. Limited number of bidders participating in the procurement processes
2. Limited advertisement due to Financial Constraints and

3.0 Recommendations

Taking into consideration the above challenges encounter during the execution of planned procurement activities, the Procurement Section recommends the below as an improvement for future implementation of Procurement activities.

1. PPCC should help Procuring entity to advertise IFBs on the PPCC portal in order to reduce the cost of advertising and increase bidders participation in bidding process.

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RB

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]

Annex C: Copies of notice of award

[Attach copies of all notice of intent to award contracts submitted to the Commission in accordance with Section 31 of the PPCA during the quarter under consideration]

Annex D: Copies of signed contracts

[Attach copies of all contracts signed during the quarter]

Annex E: Copy of PC quarterly meeting minutes endorsing the quarterly procurement report

[Attach a copy of the minutes of the Procurement Committee meeting during which the quarterly procurement report was approved]

JB

4.0 Annexes:

Annex A: Summary Table

General Information
Liberia Revenue Authority
Quarterly Procurement Report
1 st Quarter (January 3, 2023 – March 31, 2023)

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 Award Notice by PC	Actual Contract Value	Name of Supplier/Contractor/Consultant/Service Provider	Supplier/Contractor/Consultant/Service Provider PPOC VR Status	Business Legal Owner	Business Beneficiary Owner	Date Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1	IFB No. LRA/SBA/SS/001/2023	Repair & Maintenance of Elevator	SS	GOL	N/A	N/A	1	N/A	\$15,000.00	Liberia Elevator Company	Yes	Michael Fordwuo	Michael Fordwuo	January 3, 2023	December 31, 2023	December 31, 2023	\$3,750.00
2	IFB No. LRA/SBA/RB/001/2023	Petroleum Products	SS	GOL	N/A	N/A	1	N/A	Framework	Correx	Yes	Michael Fautkner	Michael Fautkner	January 1, 2023	December 31, 2023	December 31, 2023	\$84,020.20
3	IFB No. LRA/NCB/005/2023	Vehicles & Bikes Insurance	SS	GOL	Extension	Extension	1	N/A	Framework	Sunu Assurance	Yes	Habib Dia	Habib Dia	March 1, 2023	April 30, 2023	April 30, 2023	\$5,781.65
4	IFB No. LRA/SBA/NCB/001/2023	Janitorial Services	SS	GOL	Extension	Extension	1	N/A	\$11,751.20	Make Things Happens	Yes	Akoi Jallah	Akoi Jallah	January 3, 2023	February 28, 2023	February 28, 2023	\$11,751.20
5	IFB No. LRA/SBA/NCB/001/2023	Janitorial Services	SS	GOL	Extension	Extension	1	N/A	\$11,511.40	Make Things – Happens	Yes	Akoi Jallah	Akoi Jallah	March 1, 2023	April 30, 2023	April 30, 2023	\$5,755.70

