

REPUBLIC OF LIBERIA

LAW REFORM COMMISSION



Quarterly Procurement Report

FY 2023 (January - December)

For the 1st Quarter (January - March) and 2nd Quarter (April - June)

Date of Submission: August 21, 2023

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1.0 Introduction and Summary

In keeping with sections 27(g) and 43(9), of the Amended and Restated Public Procurement and Concession Act which requires each Procuring Entity to submit quarterly report to the Commission, I am pleased to submit the Procurement Report for the *1st and 2nd Quarter (January – June, 2023)*, for your review and consideration.

During the period under review, LAW REFORM COMMISSION has completed the implementation of *one (1) procurement package implemented out of the three (3) planned Contract Packages* of contract packages within our approved procurement plan for the period under review.

Out of total procurement implemented thus far, the *RFQ method was used for the acquisition of two (2) contract packages (Stationery and Security Guard Services)* whereas the *RB method of procurement* was used for the acquirement of *one (1) contract package (Petroleum Product)*

2.0 Challenges

Challenges and constraints encountered during the course of the quarter; during the period under review most vendors did not response to our bids due to the low threshold involved. Most vendors are not interested in the RFQ method since the budget involved is very small. This is a major challenge of the Procurement Unit in implementing its procurement activities.

3.0 Recommendations

Regular follow-up should be carryout by the Public Procurement Concession Commission (PPCC) on the Procurement Unit of each Procuring Entity to ensure procurement deadline are met.



Office of the Chairperson

REPUBLIC OF LIBERIA
LAW REFORM COMMISSION

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Ref: BNK/OFC/LRC/20-39

August 21, 2023

Bodger Scott Johnson (Hon.)

CHIEF EXECUTIVE OFFICER

Public Procurement & Concessions Commission

Executive Mansion Grounds

Capitol Hill

Monrovia, Liberia

Dear Bodger Scott Johnson (Hon.):

The Procurement Committee of the LAW REFORM COMMISSION herewith submits to your office its 1st and 2nd Quarter Procurement Report for Fiscal Year 2023.

This report summarizes the procurement activities implemented at the LAW REFORM COMMISSION for the period 1st Quarter (January to March 2023) and 2nd Quarter (April to June 2023).

Kind regards.

Sincerely yours

Cllr. Boakai N. Kanneh
CHAIRMAN, LRC

Annex A: Summary Table

General Information
LAW REFORM COMMISSION
Quarterly Procurement Report
1 st and 2 nd Quarter (January – June), 2023

SUMMARY OF PROCUREMENT IN PROGRESS , PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION																		
Item No.	Package Code	Contract Package Description	Procurement Method	Source of Funding	Date Advertisment Bids/invitation	Date of Closing Bid Submission	Number of Bids Received	Date of Transmission of Contract Award Notice by PC	Actual Contract Value	Name of Supplier/ Contractor/ Consultant /Service provider	Supplier/ Contractor/ Consultant /Service provider PPCC VR status	Business Legal owner	Business Beneficiary owner	Date contract signed	Date of Devlity Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)	R
	IFB No.LRC/SBA/ RB/001/2023	Petroleum Products (Diesel & gasoline)	RB	GOL	12/29/2022	1/16/2023	1	N/A	3,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N
	IFB No.LRC/RFQ/ 001/2023	Stationary	RFQ	GOL	1/06/2023	1/21/2023	N/A	N/A	1,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N
	IFB No.LRC/SBA/ RFQ/001/2023	Security Guard Services	RFQ	GOL	1/05/2023	1/12/2023	1	N/A	9,000.00	Boutros Security Services	YES	Peter S. Teah	Peter S. Teah	1/31/2023	12/15/2023	12/30/2023	3,750.00	N

Prepared by: 
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Supervisor/ Procurement Unit

Approved by: 
Clir. Boakai N. Kanneh
Head of Entity/ Chairman PC

Date: 08/22nd/2023