



THE LIBERIAN SENATE

Capitol Building, Capitol Hall
Republic of Liberia



Sen. Nyonblee Karna-Lawrence
Chairman Rules, Order and Administration
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Ref: TLS/PCR/01-23

August 12, 2023

Hon. Bodger Scott Johnson
Chief Executive Officer
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

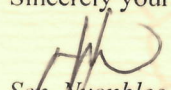
Dear Hon. Johnson:

The Procurement Committee of the *Liberian Senate* herewith submits to your office its 1st and 2nd Quarters Procurement Report for Fiscal Year 2023.

This report summarizes the procurement activities implemented at the *Liberian Senate* for the period [Jan 1st– June 30th fiscal year 2023).

Kind Regards.

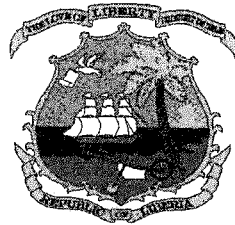
Sincerely yours


Sen. Nyonblee Karna-Lawrence
Chairperson, Procurement Committee
Liberian Senate.

Received:
Theophilus Kollie
August 16, 2023
Time: 3:02 pm
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REPUBLIC OF LIBERIA

THE LIBERIAN SENATE



Quarterly Procurement Report

FY_2023

For the: *1st & 2nd Quarters (Jan – June)*

Date of Submission: 08/12/23

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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 *Quarter for the Fiscal Year 2023* for your review and consideration.

During the period under review, the Liberian Senate has completed the implementation of *three (3) procurement packages* out of the *eleven (11) planned Contract Packages* within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, *[The RB was used for the acquisition of one contract package (Petroleum Products), whereas the NCB method of procurement was used for the acquirement of two (2) contract packages (Stationery & Cleaning Material). Additionally, we are working on the rest of the contracts packages].*

2.0 Challenges

[During the period under review the procurement dept. was face with the issues about those authorized government officials responsible to signed couldn't be reached easily to sign our contracts. Secondly, the PPCC need to always inform government ministries that are involved into purchasing in time on its new procedures and terms. There was a delay in getting our Final letter of No objection.]

3.0 Recommendations

[We recommend that the PPCC should inform all those government officials responsible to sign on contracts to kindly act swiftly in getting the needed result. Secondly, we will like to appreciate if the PPCC could have a regular training of procurement professionals on the new waves of procurement methods cited by the PPCC.]



The Liberian Senate

CAPITOL BUILDING, CAPITOL HILL, MONROVIA, LIBERIA
WEST AFRICA

Minutes of the Procurement Committee to endorse the First and Second Quarterly Report of the Procurement department of the Liberian Senate held on August 12, 2023 at 4:00 pm in the office of the Chairperson, Sen. Nyonblee K. Lawrence.

Meeting called to order

Welcome remarks

The Chairperson called for motion to begin the meeting. A motion was raised by Sen. Francis Paye and seconded by Sen. Jonathan Boycharles Sogbie, members of the committee. Welcome remarks were made by the Chairperson, who urged the Procurement Committee at all time to provide a supervisory role in the discharge of the Procurement Department assigned responsibilities according to the PPCC 2010 act.

After series of discussions, the Procurement Committee agreed on the Quarterly Reports to be submitted to the PPCC.

1. Sen. Nyonblee K. Lawrence – Chairman
2. Sen. Francis Paye – Co- Chair
3. Sen. Morris Saytumah – Member
4. Hon. Nanborlor Singbeh – Member
5. Sen. Jonathan Boycharles Sogbie Member
6. Hon. Johnny A. Clarke – Secretary

The meeting came to a close at 4: 45 pm.

Submitted by the Secretary

Hon. Johnny A. Clarke
Director
Procurement Department

4.0 Annexes:

Annex A: Summary Table

General Information
<i>The Liberian Senate</i>
Quarterly Procurement Report
1 st quarter

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 Contract Award Notice by PC	Actual Contract Value	Name of Supplier/Contractor/Consultant/Service Provider	Supplier/Contractor/Service Provider PPCC VR Status	Business Legal Owner	Business Beneficiary Owner	Date of Contract Signed	Date of Delivery /Inspection
1	IFB NO.LS/ SBA/R B/001/2	Petroleum products	RB	GOL	March 20, 2023	April 20, 2023	1	May 16, 2023	\$1,108,388	Aminata and Sons Inc	VR Compliance	Emmanuel Togba		June 16, 2023	December 15, 2023
2	IFB NO.LS/ NCB/001/22	Stationery	NCB	GOL	March 20, 2023	April 20, 2023	1	N/A	\$114,779.00	Office Equip Inc	VR Compliance	Ishmael M. Turay		June 22, 2023	December 15, 2023
3	IFB NO.LS/ SBA/N	Cleaning Materials	NCB	GOL	03/20/23	4/20/23	1	N/A	\$60,000	Favor Production Industry	VR Compliance	Nucleus Nagbe		May 10, 2023	December 15, 2023

