



Republic of Liberia

LIBERIA WATER & SEWER CORPORATION

(LWSC)

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Monrovia, Liberia

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Office: of the Managing Director

Reference:

LWSC/MD/180-12/2022

December 2, 2022

Atty. Jargbe Roseline Nagbe Kowo
Executive Director
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Dear Atty. Kowo:

The Procurement Committee of Liberia Water & Sewer Corporation (LWSC) herewith submits to your office its **1st Quarter (January –March), 2nd Quarter (April-June) and 3rd Quarter (July-September) budget year 2022 as requested.**

This report summarizes the procurement activities implemented at the **Liberia Water & Sewer Corporation (LWSC)** from [**1st Quarter (January –March), 2nd Quarter (April-June) and 3rd Quarter (July-September) budget year 2022 as requested respectively.**

Please find attached, **(a.)** Names and contacts of Procurement Committee members, **(b.)** Quarterly Procurement Report from First to Third Quarter 2022 Budget Year (Contracts awards information for Calendar Year 2022). **(c.)** Copies of the quarterly actualized procurement plans. **(e.)** Copies of notice of award and Contracts. **(f.)** Copy of PC quarterly meeting minutes endorsing the quarterly procurement report.

Kind Regards,

Sincerely yours

Hon. Duannah A. Kamara
MANAGING DIRECTOR



Josephine Gelescia
Dec. 5, 2022
9:28am

WE HAVE TO KEEP THE WATER FLOWING TO SERVICE YOU-IT IS ESSENTIAL - USE IT - DON'T WASTE IT
PAY YOUR BILLS REGULARLY AND ON TIME HELP LWSC GROW

REPUBLIC OF LIBERIA



LIBERIA WATER AND SEWER CORPORATION
King Sao Boso Street
P.O. Box 1079
Monrovia, Liberia

Quarterly Procurement Report
2022 Budget year

For 1st Quarter (January –March), 2nd Quarter (April-June)
and 3rd Quarter (July-September),

Date of Submission: December 2, 2022

Table of Contents

1.0 Introduction and Summary -----3

1.1 review/Summary-----3

2.0. Procurement Packages and Implementation detail analysis-----4

2.1. Total List of Accomplishments. -----4

2.2. Budget Analysis-----5

3.0 Challenges-----6

4.0 Recommendations-----7

5.0 Annexes attached Zipped Folders

Annex A: Summary Table

Annex B: Copies of the quarterly actualized procurement plans

Annex C: Copies of notice of award

Annex D: Copies of signed contracts

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

1.0 Introduction

This report gives information regarding the 2022 Budget activities from the provisional approved Procurement Plan Implementation for the first, second and third quarters of the budget year 2022

The report presents major achievements/Accomplishments, challenges and Recommendation for the betterment of the Liberia Water Sewer Corporation (LWSC) Calendar year Budget 2022 Procurement Proceeding and statuses of our procurement packages from the provisional approval 2022.

All Procurements Activities were carried out in accordance with Public Procurement and Concessions Act of 2010 for Compliance.

1.1. Overview/Summary of the First, Second and Third Quarter Procurement Activities for the months of July-September 2022.

During the 1st, 2nd, and 3rd quarters at LWSC, we were able to complete major procurement work resulting to contracts award and execution/implementation.

We have 34 procurement packages that were prepared from the LWSC 2022 budget along with procuring items cash plan in an amount of **(US\$4,827,645.00) Four Million Eight Hundred Twenty-Seven Thousand Six Hundred Forty-Five United States Dollars.**

This Amount was place in procurement methods by the Threshold respectively. In the preparation of the 2022 budget year Procurement, we have Eleven (11) National Competitive Bidding (NCB), Nine (9) Restricted Bidding (RB), Twelve (12) request for Quotations (RFQs), Two (2) Single/Source Sole (SS) which amounted to the **(US\$4,827,645.00) Four Million Eight Hundred Twenty-Seven Thousand Six Hundred Forty-Five United States Dollars** on the cash and procurement plans prepared and approved by the Public Procurement and Concession Commission (PPCC) for execution. On the Procurement plan from our budget, we have Two (2) sources of our procurement budget intake namely:

- ✦ **Government of Liberia Allotment (GOL)**
 - ✦ **Internal Revenue (LWSC)**
-

<u>Institution</u>	<u>Amount</u>	<u>Percentage</u>
Government of Liberia Total-----	US\$3,475,000.00-----	71.98%
Contracts Awarded Actual Cost/Value-----	US\$3,009,856.52-----	62.35
Outstanding Cost/Value-----	US\$465,143.48-----	9.63%
LWSC Internal Revenue-----	US\$1,352,645.00-----	28.02%
Contracts Awards & RFQs Actual-----	US\$ 842,203.15-----	17.45%
Outstanding Cost/Value-----	US\$510,441.85-----	10.57%

2.0. Procurement Packages and Implementation detail analysis.

To be in compliance of our procurement proceeding, we launched Nine (9) of our procurement packages through NCBs that were widely advertised in three (3) difference News outlets for public notice. For a period of 4 weeks and later extended for another 4 weeks due to the budget adjustment and delay in our procurement plan provisional approval. All Nine (9) NCB bids were opened per the opening schedule and all Nine (9) evaluation were done along with subsequent contracts awarded 2022. On the other hand, we have Nine (9) Restricted Bidding (RB) and out of the 9, Five (5) major packages invitation were sent out and all five (5) bids have been evaluated and contracts awarded for execution.

2.1. Total List of Accomplishments of the 2022 Budget procurement Activities from First-Third.

- Completed the 2022 Budget year Provisional Procurement Plan
- All Nine (9) NCB Bids Were Completed and Contracts awarded with the respective contracts actual cost/values and implementation on going until the end of December 2022 namely:
 - ✓ Pipes & Fitting with the Amount of -----103,886.25
 - ✓ Tools & Jigs-----11,308.00
 - ✓ Building Maintenance mat-----28,535.00
 - ✓ Furniture & Fixture-----29,388.25
 - ✓ Computer Equipment-----47,587.40
 - ✓ Vehicle Spare Parts-----67,715.00
 - ✓ Lubricant-----17,500.00
 - ✓ Office Stationery with the Amount of -----18,383.25
 - ✓ Building Repair & Maintenance-----12,000.00

We have also Nine (9) Restricted Bids (RB) and out the Nine (9), (5) bids had been evaluated and contracts signed per lots respectively with Cost/values and implementation on going until the end of December 2022 namely.

✓ Scratch Cards-----15,000.00

Under the Restricted Bidding, four (4) Contract packages were awarded in Lots Namely:

✓ Water Treatment chemical with the Amount

- Aluminum Sulphate Lot 1-----517,020.00
- Hydrated Lime Lot 2-----173,115.00
- Calcium Hypochlorite/Chlorine (HTH) Lot 3-----281,250.00

✓ Motor Vehicle-----

- 6 Pick-up Lot 1-----185,700.00
- 3 Water Truck Lot 2-----453,600.00
- 2 Sewer truck Lot 3-----437,500.00

✓ Petroleum products-----

- Bulks Fuel Lot 1-----533,170.00
- Gasoline & Fuel Coupons Lot 2-----249,900.00

✓ Plant & Equipment Spare Parts:

- Spare Parts Generator (Assorted) Lot-1-----150,920.00
- (High Lift Pump Consumable (Assorted) Lot-2----195,881.52

Note: Base upon the Threshold above 250,000.00 namely Water Treatment Chemical, Motor vehicle and Petroleum Products packages were all sent to PPCC for NO OBJECTION per law and all three packages NO OBJECTIONS for Contracts award were respectively received and subsequent signed contracts for execution.

2.2. Budget Analysis:

Initially we have (US\$4,827,645.00) Four Million Eight Hundred Twenty-Seven Thousand Six Hundred Forty-Five United States Dollars combined GOL and LWSC Internal Revenue on the LWSC Procurement Plan 2022 from the estimated provisional approval.

Henceforth, our procurement activities we have an actual contract cost/values for the procurement packages that amounted to (US\$ 3,852, 059.67) Three Million Eight Hundred Fifty-Two Thousand Fifty-Nine United States Dollars Sixty-Seven Cents which constitutes 79.79% for execution/implementation.

The difference of the Provisional plan budget 2022 is about **US\$ 975,585.33 (20.21%)** that was commandment to be **redirected** in the recast Budget year 2022 to have the actual.

All RFQs on the Procurement Plan are processed based upon requisition requests received on a daily basis and are all ongoing until the end of the budget year 2022.

Total Purchase Order and standardized processed from 1st Quarter-3rd Quarter respectively budget year 2022.

First Quarter			
Total POR	Process Amount	Pending Amount	Paid Amount
50	\$91,247.03	\$22,053	\$69,194.03
Second Quarter			
TOTAL POR	Process Amount	Pending Amount	Paid Amount
53	\$288,149.18	\$33,624	\$254,524.93
Third Quarter			
TOTAL POR	Process Amount	Pending Amount	Paid Amount
61	529,657.52	448,042.02	81,615.50
G. Total	\$909,053.73	\$503,719.27	\$405,334.46

The two (2) Single Source method will also be processed based upon the requisition request for execution.

3.0. Challenges

- Management not Committing to Contract/MOU/Framework agreements for vendor’s payments after goods, Works and Services are delivered.
- Not receiving Procurement Committee Quarterly Meeting Minutes for the first quarter and Second 2022 for filing.
- End-users requesting goods, works and Services with unspecified requests to allow them to get their own quotes process.
- Lack of Stationery and other basic working materials
- Departments are submitting their_budget without BOQ estimated cost attached which leads to high unrealistic Budget.
- Procurement Unit wrote several times requesting for update/recast budget and cash plan to prepare update/actual procurement plan 2022 but Account Department could not make it available 2022 budget to Procurement.
- Late submission of Budget and cash plan by Finance Department for earlier preparation of Procurement plan to submit to PPCC for approval.

4.0. Recommendations

- ❖ Request for timely payment toward Purchase Orders (PORs), Contracts/framework agreements and MOUs shall be effective for the efficiency and effectiveness of the Procurement Unit Functions.
- ❖ We are kindly asking Management/Procurement Committee Members to Support and quarterly have Procurement Committee Meetings and send Minutes copy to procurement Unit for filing to be in Compliance as required in Article 28, that the Procurement Committee members to meet and review/evaluate the performance of the Procurement Unit relating to procurement activities/functions quarterly.

Account Department should kindly earlier prepare the next budget year budget and submit for timely preparation of our procurement plan for smooth execution to avoid too much feedback from IAA on non-compliance issues

- ❖ Finance Department shall prepare the budget from departments BOQs estimated Costs/Value to give us an actual department budgets to earlier prepare final Procurement plan for the budget year 2023.
- ❖ Management to provide Procurement unit materials for execution of procurement activities.

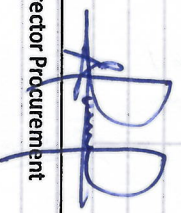
Prepared by 
Zeko G. Meaka/Procurement Manager

Approved By: 
Amadu S. Baryo II/Procurement Director

LIBERIA WATER AND SEWER CORPORATION (LWSC) Quarterly Procurement Report from First Quarter to Third Quarter 2022 Budget Year

Contracts Awards Information for Calendar Year 2022

Item No.	Package Code	Package Description	Source of Fund	Proc Method	Plan Type	Contract Type	Estimated Contract Value	Actual Contract Value*	Contractor/Supplier/Service Provider	Business Owner	Business Telephone Number (s)	Contractor/Supplier/Service Provider's Nationality	Contract Start Date	Contract End Date	Remark
1	IFB NO: LWS/C/NCB/001/2022	Pipes & Fitting	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	157,500.00	103,886.25	West Africa Builder General Merchandise	Punit Chetwani	07780452/088938511	Indians	3/1/6/2022	Dec 31, 2022	
2	IFB NO: LWS/C/NCB/002/22	Tools & Jigs	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	13,000.00	11,308.00	West Africa Builder General Merchandise	Punit Chetwani	07780452/2088938511	Indians	3/1/6/2022	Dec 31, 2022	
3	IFB NO: LWS/C/NCB/003/22	Building Maintenance Materials	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	26,500.00	28,535.00	Fawaz Building Materials	Hassan Dakroub	886888880	Labanese	3/1/6/2022	Dec 31, 2022	
4	IFB NO: LWS/C/NCB/004/22	Furniture & Fixtures	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	56,850.00	29,388.25	United Office Supplies & Equipment	Lavesh Kewalramani	778512502	Indians	3/22/2022	Dec 31, 2022	
5	IFB NO: LWS/C/NCB/005/22	Computer Equipment	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	66,885.00	47,587.40	United Office Supplies & Equipment	Lavesh Kewalramani	778512502	Indians	3/22/2022	Dec 31, 2022	
6	IFB NO: LWS/C/NCB/006/22	Vehicles Spare/Tires	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	75,000.00	67,715.00	Obi Standard Auto Service	Richard O. Ikediohi	777750255	Liberian	2/22/2022	Dec 31, 2022	
7	IFB NO: LWS/C/NCB/007/22	Lubricants (Engine Oil)	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	21,250.00	17,500.00	Auto Run General Spare Parts	Makram Saah	777654321	Labanese	2/22/2022	Dec 31, 2022	
8	IFB NO: LWS/C/NCB/009/22	Office Supplies & Stationery	Internal Revenue & GOL Subsidy	NCB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	22,500.00	29,388.25	K. Kartik Stationery Station	Kiran Narwani	778237827	Indians	3/22/2022	Dec 31, 2022	

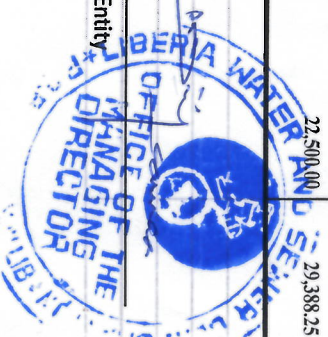
Signed: 

Date 02/12/22

Approved By

Date 8/12/22

Head of Entity



LIBERIA WATER AND SEWER CORPORATION (LWSC) Quarterly Procurement Report from First Quarter to Third Quarter 2022 Budget Year

Contracts Awards Information for Calendar Year 2022

9	IFB NO: LWSC/RB/001/22	Lot_1 Pickup 4x4	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	1,115,000.00	185,700.00	Cactus Motor Inc	Joe Barbar	777512000	Lahnesse	4/18/2022	Dec. 31, 2022
		Lot-2 Water Trucks	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)		453,600.00	Cactus Motor Inc	Joe Barbar	777512000	Lahnesse	5/5/2022	Dec. 31, 2022
		Lot-3 Sewer Trucks	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)		437,500.00	Cactus Motor Inc	Joe Barbar	777512000	Lahnesse	5/5/2022	Dec. 31, 2022
		Lot-1 Alum	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)		517,020.00	Cactus Enterprises	Toni Issa	770100000	Lahnesse	5/5/2022	Dec. 31, 2022
10	IFB NO: LWSC/RB/002/22	Lot-2 Hydrated Lime	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	1,011,540.00	173,115.00	Cactus Enterprises	Toni Issa	770100000	Lahnesse	3/30/2022	Dec. 31, 2022
		Lot-3 Chlorine (HTH)	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)		281,250.00	Cactus Enterprises	Toni Issa	770100000	Lahnesse	5/5/2022	Dec. 31, 2022
		Scratch cards	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)		15,000.00	LR & SON	Mr. Nkhil Gidwani	777222888	Indians	2/25/2022	Dec. 31, 2022
11	IFB NO: LWSC/RB/003/22	Lot-1 Gen-set Spare Parts	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)	779,710.00	150,920.00	Auto Run General Spare Parts	Makram Saah	777711111	Lahnesse	3/21/2022	Dec. 31, 2022
12	IFB NO: LWSC/RB/005/22	Lot-2 High Lift Pump Spare Part	Internal Revenue & GOL Subsidy	RB	NON-SBA BUDGET	Frame Work Agreement (Drawdown)		195,381.52	Nuohn River Basin	Augustine G. Kotee	886517089	Liberian	6/4/2022	Dec. 31, 2022
13	IFB NO: LWSC/NCB/002/22	Building Repair & Maintenance	Internal Revenue & GOL Subsidy	NCB	SBA BUDGET	Frame Work Agreement (Drawdown)	12,000.00	12,000.00	M Saysay Wood Workshop Inc.	Morris Saysay	886471936	Liberian	2/25/2022	Dec. 31, 2022
14	IFB NO: LWSC/RB/22	Lot-1 Bulk Fuel	Internal Revenue & GOL Subsidy	RB	SBA BUDGET	Frame Work Agreement (Drawdown)	533,170.00	533,170.00	Super Petroleum	A. Karim Kanneh	886115522	Liberian		Dec. 31, 2022
		Lot-2&3 Fuel & Gas Coupons	Internal Revenue & GOL Subsidy	RB	SBA BUDGET	Frame Work Agreement (Drawdown)		249,900.00	Super Petroleum	A. Karim Kanneh	886115522	Liberian		Dec. 31, 2022

Signed: 
Director Procurement

Date 02/12/22

Approved By 
Head of Entity

Date 2/12/22

