REPUBLIC OF LIBERIA

MONROVIA CONSOLIDATED SCHOOL SYSTEM



Quarterly Procurement Report FY 2023

For the: 1st Quarter (January - March)

Date of Submission: August/31/2023

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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 1St quarter, for your review and consideration.

During the period under review, *the* **MONROVIA CONSOLIDATED SCHOOL SYSTEM** has completed the implementation of **Eight (8)** out of the Ten (10) [Contract Packages] of contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, [Eight (8) contract packages were acquired through each method of procurement along with the titles of the packages, e.g. the RFQ was used for the acquisition of five (5) contract packages. Howbeit, those contract packages includes: Fuel & Lubricants Vehicles & Generators, Cleaning Materials, Printing and binding, Repairs and maintenance Vehicles, and Scratch cards. Whereas the RB method of procurement was used for the acquirement of Three (3) contract packages, the contract packages include: RE-Roofing of the Marvii Sonii Junior High School, Educational Materials, and Stationery.

2.0 Challenges

In the case of our entity, the MCSS, over the period have been faced with the challenge of inadequate funding from central government, making it difficult to provide basic educational needs to the schools within the entity's confines; which is a major setback in the educational sector of our Country.

3.0 Recommendations

We recommend that the Ministry of Finance and Development Planning ensure that budgeted amount as approved in the National Budget is allotted to every institutions so that it can enable entities and institutions executes procurement activities during the fiscal period.

MONROVIA CONSOLIDATED SCHOOL SYSTEM MCSS

12th Street, Sinkor, P.O. Box 1545, Monrovia, Liberia www.mcssliberia.org



Date: August 31, 2023

Executive Director

Office of the Superintendent

Public Procurement & Concessions Commission Executive Mansion Grounds Capitol Hill Monrovia, Liberia

Dear Mr. Bodger Scott Johnson

The Procurement Committee of the MONROVIA CONSOLIDATED SCHOOL SYSTEM/ herewith submits to your office its first (1st) Quarter Procurement Report for Fiscal Year 2023

This report summarizes the procurement activities implemented at the MONROVIA CONSOLIDATED SCHOOL SYSTEM for the First (1st) Quarter: (January 1, 2023 to March 31, 2023)

The entity did not receive allotment for Second quarter and also the half of Third quarter is gone and yet have not receive any allotment for implementation purposes.

Thanks for your understanding.

Kind Regards.

Sincerely yours

Hon. Isaac Saye-Lakpoh Zawolo

SUPERINTENDENT

4.0 Annexes:

Annex A: Summary Table

Monrovia Consolidated School System
Quarterly Procurement Report

Ist Quarter (January - March)

SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

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Prepared by:

Norwu Yorgbor/
PROCUREMENT DIRECTOR

Date: Hugust 31,2023 Approved by:

Hon. Isaac Saye-Lakpoh Zawolo

Date: Hugust 31,202

SUPERINTENDENT/ CHAIRMAN PC

Monrovia Consolidated school system PROCUREMENT PLAN (SBA budget) Fiscal year: 2023 Source of Funding: GOL

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DIRECTOR PROCUREMENT

Hon. Issac Saye-Lakpoh Zawolo

HEAD OF ENTITY

Monrovia Consolidated school system

PROCUREMENT PLAN (SBA budget)
Source of Funding: GOL

Fiscal year: 2023

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Prepared by:

Norwu Yorgbor DIRECTOR PROCUREMENT

Approved by: _

Hon. Isaac Saye-Lakpoh Zawolo

HEAD OF ENTITY

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Monrovia Consolidated school system PROCUREMENT PLAN (Core budget) Source of Funding: GOL Fiscal year: 2023

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Prepared by:

Norwu Yorgbop

DIRECTOR PROCUREMENT

Approved by: _

Hon. Isaac Saye-Lakpoh Zawolo

HEAD OF ENTITY

Monrovia Consolidated school system PROCUREMENT PLAN (Core budget) Source of Funding: GOL

Fiscal year: 2023

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Prepared by:

DIRECTOR PROCUREMENT Norwu Yorgbor

Approved by:

Hon. Issac Saye-Lakpoh Zawolo $/{ ilde{lpha_i}}$ HEAD OF ENTITY

Monrovia Consolidated school system PROCUREMENT PLAN (Core budget) Source of Funding: GOL

Fiscal year: 2023

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Prepared by:

Norwu Yorgbor

DIRECTOR PROCUREMENT

Approved by:

Hon. Issac Saye-Lakpoh Zawolc HEAD OF ENTITY

Monrovia Consolidated school system

PROCUREMENT PLAN (Core budget)
Source of Funding: GOL
Fiscal year: 2023

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	items No.	ITEMS NO. CONTRACT PACKAGE CODE CONTRACT PACKAGE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
2 · ·		IFB NO.MCSS/NCB/001/2023	EDUCATIONAL MATERIAL	This package is intended to pay for Educational materials such as a. posheet b. pencils c. chalks d. pens e. globe f. geometry set g. Ruler h. m.
	2.	IFB NO.MCSS/NCB/002/2023	BUILDING MATERIALS	This package is intended to renovate/repair and maintain the twenty fo (24) MCSS schools. Exp: 1. Roof 2. Windows 3. Doors 4. Rest rooms Painting etc.

Prepared by: Norwu Yorgboy

DIRECTOR PROCUREMENT

Approved by:

Date: 02/08/2023

Hon. Isaac Saye- Lakpoh Zawolo

HEAD OF ENTITY

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Monrovia Consolidated school system PROCUREMENT PLAN (Core budget) Source of Funding: GOL

Fiscal year: 2023

Items No.	CONTRACT PACKAGE CODE CONTRACT PA	CONTRACT PACKAGE (CONTENT OF CONTRACT PACKAGE
ပုဒ	IFB NO.MCSS/RFQ/001/2023	PUBLICATION	This contract package is intended for advertisement. Portion of the funding from budget line printing, Binding, and publication will be used to finance this packag (\$4,000.00USD).
.4.	IFB NO.MCSS/SBA/RFQ/002/2023	CATERING SERVICES	This contract package is intended to pay catering services during workshops, conferences and Seminars and is funded from the budget
5.	IFB NO.MCSS/RFQ/003/2023	REPAIR & MAINTENANCE VEHICLE	This contract package is intended to repair/service MCSS Vehicles. 1. LB—0800
		DD Dio procurs	6 5 4 3 2
Prepared by:		Approved by:	
	DIRECTOR PROCUREMENT	Hon. Isaac Saye-Lakpoh Zawolo HEAD OF ENTITY	Դ. Isaac Saye-Lakpoh HEAD OF ENTITY
		Rb、46/2013	

Monrovia Consolidated school system

PROCUREMENT PLAN (Core budget)
Source of Funding: GOL

		Fiscal year: 2023	23
Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTRACT PACKAGE CODE CONTRACT PACKAGE CONTENT OF CONTRACT PACKAGE
6	IFB NO.MCSS/NCB/003/2023	STATIONERY	This contract package is intended to procure assorted stationeries for the MCSS and the central office
		61060	1. 21/22 ink
		5 / 5 / 5	3. White chalk20ctns
			4. 85—A cartridge 50pks
•		3	5. Ball point pen10pks (Assorted)
		() () () () () () () () () ()	6. Bulk files45bxs
*			7. A4 manila folder70bxs
			8. Hanging folder85bxs
			9. Memo ink35ctns
			10. 61 cartridge65sets
. 7	IFB NO.MCSS/RFQ/004/2023	VEHICLE INSURANCE	This contract package is intended to insure MCSS Vehicles.
		·	1. LB—0800 5. LB—0804
			2. 6. LB—0805
			3. LB—0802
~	IFB NO.MCSS/RFQ/005/2023	PRINTING &BINDING	This contract package is intended to produce:
			Report cards for all MCSS schools, Receipts books for registration and & other,
			Record & Roll books, Laboratory manual. 6,000.00 USD will be used from the
			line printing, Binding and publication.

Prepared by:

DIRECTOR DROCHREMENT Norwu Yorgbor

Hon. Isaac Saye-Lakpoh Zawolo HEAD OF ENTITY

Date: 02/08/2023