



REPUBLIC OF LIBERIA

Ministry of Mines & Energy

P. O. Box 10-9024

1000 Monrovia 10LIBERIA, WEST AFRICA



July 12, 2023

Stevenson S. Yond
OFFICER-IN-CHARGE
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

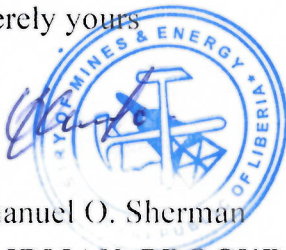
Dear Mr. Yond:

The Procurement Committee of Ministry of Mines and Energy herewith submits to your office its 1st **Quarter** Procurement Report for **Fiscal Year 2023**.

This report summarizes the procurement activities at the Ministry of Mines and Energy for the period (**January 1, 2023 to March 30, 2023**).

Kind Regards.

Sincerely yours



Emmanuel O. Sherman
CHAIRMAN, PROCUREMENT COMMITTEE
Ministry of Mines and Energy (MME)

*Received
Theophilus Kollie
July 12, 2023
Time: 2:11pm*

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 **First Quarter Fiscal Year-2023**, for your review and consideration.

During the period under review, the Ministry of Mines and Energy did NOT process the eighteen (18) contract packages within our procurement plan which was submitted to the Commission. This is due to pending approval of the national budget.

Out of the total procurement packages as indicated on the procurement plan submitted, Restricted Bidding (RB) method was used for the acquisition of three (3) contract packages (*Petroleum Products, Vehicles and Motorbikes*), whereas the National Competitive Bidding (NCB) was used for the acquisition of one (1) contract package (*Computers - Laptops & Desktop*). The Request for Quotation (RFQ) method was use for the acquisition of thirteen (13) contract package (*Stationery Supplies, Building Materials, Printing & Binding Services, Refuse Collection, Event Catering, ICT Equipment, Vehicle Rental & Lease, Air Conditioners, Cleaning Materials, Publication of IFB/REOI/RFQ, Hall Rental, Food Stuff and Vehicle Repairs*). Additionally, the Single Source Selection (SSS) method was employed for two (2) contract packages for consultancy and internet services (*Diamond Valuation Consultant Services and Internet Provider Services*).

2.0 Challenges

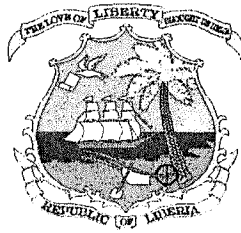
Approval of national budget.

3.0 Recommendations

The Ministry of Mines and Energy recommends the provision for effective budgetary allocation to enable the Ministry implement its statutory objectives.

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Ministry of Mines and Energy



Quarterly Procurement Report

Fiscal Year 2023

For the 1st Quarter (Jan – Mar 2023)

July 12, 2023

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Annex A: Summary Table

Annex B: Copies of the quarterly actualized procurement plans ATTACHED

Annex C: Copies of notice of award N/A

Annex D: Copies of signed contracts N/A

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

**Ministry of Mines and Energy
Quarterly Procurement Report
1st Quarter, Fiscal Year 2023**

SUMMARY OF PROCUREMENTS IN PROGRESS:

- National Competitive Bidding: Preparation of Bidding Documents.
- Request for Quotations: Budgetary allotment pending.
- Single Source Selection: IDV Contract signed. Internet Connectivity service documents under review

SPECIFIC INFORMATION

[illegible]

3.	IFB NO. MME/R B/002/2 023	Motorbikes	RB	GOL	03-17-2023	04-13-2023	2	N/A	\$52,500 USD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4	IFB NO. MME/N CB/001/ 2023	Computers (Laptop / Desktop)	NCB	GOL	04-05-2023	05-03-2023	4	N/A	\$18,000 USD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	RFP NO. MME/S SS/001/ 2023	Diamond Valuation Consultant Services	SSS	GOL	N/A	N/A	1	N/A	\$125,000. USD	Diamond Counsellor International	N/A	Benjamin Marriott	DCI	01-01- 2023	N/A	12-31- 2023	Ongoing
6	RFP NO. MME/S SS/001/ 2023	Internet Connectivity	SSS	GOL	N/A	N/A	1	N/A	\$10,000.00 USD	N/A	N/A	GOL	GOL		N/A	N/A	N/A
7.	IFB NO. MME/R FQ/001/ 2023	Stationery Supplies	RFQ	GOL	N/A	N/A	N/A	N/A	\$8,000.00 USD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8.	IFB NO. MME/R FQ/005/ 2023	Cleaning Materials	RFQ	GOL	N/A	N/A	N/A	N/A	\$2,000.00 USD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
9.	IFB NO. MME/R FQ/004/ 2023	Air Conditioners	RFQ	GOL	N/A	N/A	N/A	N/A	\$3,000.00 USD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10.	IFB NO. MME/R	ICT Equipment	RFQ	GOL	N/A	N/A	N/A	N/A	\$2,000.00 USD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

[illegible]

