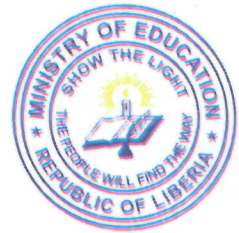




REPUBLIC OF LIBERIA
MINISTRY OF EDUCATION

P. O. BOX 10 - 9012
1000 MONROVIA 10, LIBERIA
WEST AFRICA



Office of the Deputy Minister
For Administration

Ref: RL-MOE-0110/LD/PPCC/2022

September 19, 2022

Jargbe Roseline Nagbe Kowo (Atty)
Executive Director/Chief Executive Officer
Public Procurement & Concessions Commission (PPCC)
Capitol Hill, Monrovia

Dear Jargbe Roseline Nagbe Kowo (Atty):

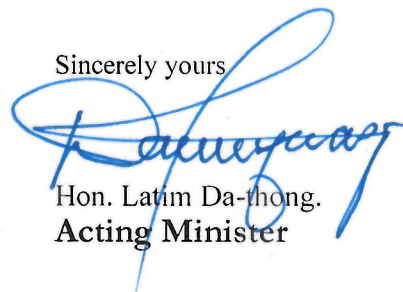
The Procurement Committee of *the Ministry of Education* herewith submits to your office its *1st Quarter* Procurement Report for Fiscal Year 2022.

This report summarizes the procurement activities implemented at the *Ministry of Education* for the period of (*July 1, 2022 to September 30, 2022*).

Please see attached the copies of the quarterly actualized procurement plans, copies of notice of award, copies of signed contract and copies of PC Quarterly meeting endorsing the quarterly procurement report

We look forward to your timely consideration as the commission strives to ensure the economic and efficient use of public funds in the procurement process.

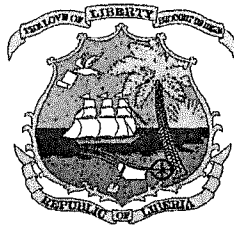
Sincerely yours



Hon. Latim Da-thong.
Acting Minister

REPUBLIC OF LIBERIA

Ministry of Education



Quarterly Procurement Report

Fiscal Year 2022

For the 1st Quarter (July-September)

Date of Submission: SEPTEMBER/18/ 2022

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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 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 your review and consideration.

During the period under review, the Ministry of Education has completed the implementation of *Twelve (12) procurement* of the contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, **one (1) package** was done under the **RFQ method** for the Procurement of Scratch Cards, whereas **Seven (7) packages** was done under the **NCB Method**, including Stationery Supply, Educational Materials, Printing & Binding Services, Vehicle Repairs & Maintenance Services, Vehicle Rental Service, Petroleum Products, the Procurement for the Technical Equipment for the Smart Classroom installation and Air-tickets and **Two (2) contract package using the SS Method** (National Primary Learning Assessment and the of 9600 recording of Lesson from Grade 3-6.

2.0 Challenges

Procurement challenges is with the one (1) month lead time under NCB, followed by other steps that constitute the entire process up to contract level. Another challenge procurement is faced with is the minimum threshold under goods. And lastly, the commission takes over 10-11 days before reviewing the documents which can usually caused the 14days period to elapse without the commission sending its NO-Objection.

3.0 Recommendations

My recommendation will be for the commission to increase the threshold for goods to at least not above 30,000. For the commission to start reviewing document earlier before 10-11 of submission of documents in order to provide feedback and No-Objection within the fourteen (14) days timeframe. Lastly, the Commission to give some level of flexibility on the lead-time of the regular procurement packages such as, **Stationery Supply, Educational Materials, Printing & Binding Services, Vehicle Repairs & Maintenance Services, Vehicle Rental Service, Petroleum Products**. I believed when this is taken into consideration, implementation will be improved.

4.0 Annexes:



Annex A: Summary Table

General Information
Ministry of Education
Quarterly Procurement Report
1 st Quarter-2022

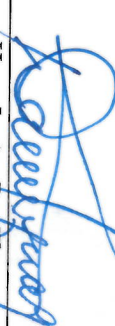
SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

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 / Contract or/Consultant/Service Provider PPCC VR Status	Date Contract Signed	Date of Delivery /Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1	IFB.No MOE/NCB/001/20/22	Stationery	NCB	GOL	March 8,2022	April 7, 2022	4	May 17,2022	\$232,128.00	K. Kartik Stationery Station	Yes	May 30,2022	Aug. 12,2022	Dec. 31.2022	72,017.00
2	IFB No. MOE/NCB/002/20/22	Educational Materials	NCB	GOL	March 8,2022	April 7, 2022	4	July 21, 2022	\$2,238,460.00	Sachu Traders	Yes	July 2022	Not yet	Dec. 31.2022	\$25,000.00
3	IFB No. MOE/NCB/002/20/22	Vehicle Spare Parts	NCB	GOL	April 1,2022	April 29,2022	1	July 20,2022	\$64,385.00	Thunder Bird Corp.	yes	July 20,2022	Not yet	Dec. 31.2022	\$25,000.00
4	IFB No. MOE/NCB/002/20/22	Cleaning Materials	NCB	GOL	April 1,2022	April 29,2022	3	July 20,2022	\$63,000.00	K. Kartik Stationery Station	Yes	July 2022	Not yet	Dec. 31.2022	\$15,000.00

5	IFB No.MOE/S BA/NCB/00 2/20/22	Vehicle Rental Services	NCB	GOL	March 4,2022	April 11,2022	2	May 17,2022	\$4,060.00	Beam Transport Service & Cron Prince sxwelnc	Yes	May 2022	Not yet	Dec. 31,2022	Not yet	T P d
6	IFB No.MOE/S BA/NCB/00 3/20/22	Printing & Binding Services	NCB	GOL	June 10-16,2022	July 6,2022	12	August 22,20200	\$2,954.50	D'Nergy Printing Press	Yes	Aug. 2022	Not yet	Dec. 31,2022	Not yet	T P d
7	IFB No. MOE/SBA/ NCB/001/2 0/22	Petroleum Products	NCB	GOL	March 8,2022	April 7,2022	1	May 17,2022	\$939,401.00	Super Petroleum	Yes	July 2022	Not yet	Dec. 31,2022	\$112,186.93	P st
8	IFB No. MOE/EIE/S BA/SS/001/ 20/22	Hiring of Recording Studio	SS	EIE	June 28,2022	July 11,2022	1	July 23,2022	\$25,000.00	Liberia Broadcastin g System	No	Aug. 8,2022	On going	Oct. 30,2022	\$25,000.00	P st
9	RFQ	Scratch Cards	RFQ	GOL	July 25,2022	July 25,2022	3	Aug. 16,2022	\$9,600.00	Saksouk Shopping Center	Yes	Aug. 25,2022	Not yet	Upon receivin g of paymen t	\$9,600.00	P st
10	IFB No. MOE/DLI/S CTM/NCB/ 001/20/22	Smart Classroom	NCB	DLI	June 10-16, 2022	July 13,2022	7	Aug.18,2022	\$324,431.00	Planet PC	Yes	Not yet	Not yet	No contract yet	\$324,431.00	N
11	IFB No. SBA/NCB/0 05/20/22	Air Ticket	RB	GOL	March 1,2022	March 23,2022	2	May 17,2022	\$258,113.96	Universal Travel Services	Yes	May 27,2022	June 2022	Dec. 31,2022	\$258,113.96	N

Prepared by: 

Procurement Director

Date: 9/19/2022

Approved by: 
Hon. Latim Da'Yhong
Co-Chairman PC

Date: 20-09-22