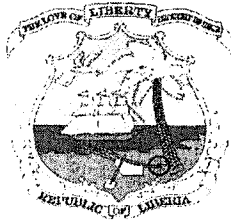


REPUBLIC OF LIBERIA
Ministry Of Youth & Sports



Quarterly Procurement Report

FY 2023

For the 1st Quarter (January – March)

Date of Submission: 08/29/23

Prepared by: [Name]

Reviewed by: [Name]

Approved by: [Name]

Signature: [Signature]

Date: [Date]

Location: [Location]

Remarks: [Remarks]

Attachments: [Attachments]

Comments: [Comments]

Other: [Other]

Final Remarks: [Final Remarks]

Signature: [Signature]

Date: [Date]

Location: [Location]

Remarks: [Remarks]

Attachments: [Attachments]

Comments: [Comments]

Other: [Other]

1.0 Introduction and Summary
2.0 Challenges
3.0 Recommendations
4.0 Annexes
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

Table of Contents

1.0 Introduction and Summary
2.0 Challenges
3.0 Recommendations
4.0 Annexes
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 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 a quarterly report to the Commission, I am pleased to submit the Procurement Report for **1st Quarter 2023**, for your review and consideration.

During the period under review, the **Ministry of Youth & Sports** has not completed the implementation of *any procurement package implemented*, out of the *[18 planned Contract Packages]* of contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, *[Seven (10) RFQ was used for the acquisition of Educational Materials, Repair and maintenance Vehicle, Equipment and households, Computer and supplies ITC, Repair and maintenance of Civil, Stationery, Cleaning Materials, Air Ticket, Vehicle Rental and Vehicle Insurance]*

Whereas the NCB method of procurement was used for the acquirement of two (3) contract packages (Security Guard Services, and Renovation Sporting Materials). The RB was used for the acquisition of (Floodlight, Vehicle, Petroleum, and Motorbike) additionally, the LCS method was used to hire the consultant for the provision of Legal Consultant service].

2.0 Challenges

- *logistical supports, such as mobility(vehicle) computers, office desk and chairs*
- *Vendor's refusal to supply on purchase order. Rather check payment*
- *For some tractions, such as purchasing for the Ministry's TVET Institution uniforms often from waterside, most vendors will not have tax clearances Sometimes the full procurement method is not applicable, at some point, they don't want checks instead cash.*

3.0 Recommendations

- *There is a need for the commission to review the Procurement Policy*
- *The Commission be more rebuts in regulating the procurement processes in Procuring Entities*
- *Conduct routine training for practitioners and heads*



REPUBLIC OF LIBERIA
MINISTRY OF YOUTH & SPORTS

Samuel Kanyon Doe Sports Complex
Paynesville, Liberia



OFFICE OF THE MINISTER

0886950949

MYS-M/PPCC-ED/09-05/'23-RL

September 1, 2023

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

Dear Hon. Johnson:

The Procurement Committee of Ministry of Youth & Sports presents its compliments and hereby submits its First Quarter (January-March) Procurement Report for Fiscal Year 2023.

The report highlights procurement activities implemented by the Ministry for the period mentioned above.

Sincerely,


D. Zeogar Wilson
MINISTER
OFFICE OF THE MINISTER

4.0 Annexes:

Annex A: Summary Table

General Information
Ministry of Youth & Sports
Quarterly Procurement Report
1 st Quarter 2023 January to March

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/Consultant/Service Provider Status	Business Legal Owner	Business Beneficiary Owner	Date of Contract Signature	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1	RB/001/2023	Installation of Floodlight	RB	GOL	No activity	No activity	No activity	No activity	500,000	No activity	-	-	-	-	-	-	-
2	NCB/001/2023	Security Guards Services	NCB	GOL					44,000		✓	-	-	-	-	-	-
3	SIBA/R/Q/001/2023	Educational materials	RfQ	GOL	No activity	No activity	No activity	No activity	8,100	No activity	-	-	-	-	-	-	-
4	NSBA/R/Q/002/2023	Repair & Maintenance Civil	RfQ	GOL	No activity	No activity	No activity	No activity	1,000	No activity							
5	NSBA/R/Q/003/2023	Equipment & Household	RfQ	GOL	No activity	No activity	No activity	No activity	7,000	No activity							
6	NSBA/R/Q/004/2023	Computer & supplies TTC	RfQ	GOL	No activity	No activity	No activity	No activity	1,500	No activity							

7	NSBA/RFQ/005/2023	Repairs& Maintenance Vehicle	RFQ	GOL	No activity	No activity	No activity	No activity	2,000	No activity									
8	NSBA/RFQ/006/2023	Cleaning Materials	RFQ	GOL	No activity	No activity	No activity	No activity	1,000	No activity									
9	NSBA/RFQ/007/2023	Stationery	RFQ	GOL	No activity	No activity	No activity	No activity	1,000	No activity									
10	NSBA/RFQ/008/2023	Vehicle insurance	RFQ	GOL	No activity	No activity	No activity	No activity	1,500	No activity									
11	CS/TFB/001/2023	Legal Consultant	CQS	GOL	No activity	No activity	No activity	No activity	12,000	No activity									
12	SP/NCB/001/2023	Renovation	NCB	GOL	-	-	-	-	416,175										
13	SP/RB/002/2023	Vehicle	RB	GOL	-	-	-	-	45,000										
14	SP/RB/002/2023	Motorbike	RB	GOL	-	-	-	-	32,500										
15	SBAR/B/001/2023	Petroleum	RB	GOL	No activity	No activity	No activity	No activity	8,000	No activity									
16	SBAR/RFQ/01/2023	Air Ticket	RFQ	GOL	No activity	No activity	No activity	No activity	5,000	No activity									
17	SBAN/NCB/02/2023	Sporting Materials	NCB	GOL	No activity	No activity	No activity	No activity	180,000	No activity									
18	SBAR/RFQ/02/2023	Vehicle Rental	RFQ	GOL	No activity	No activity	No activity	No activity	500,00	No activity									

Prepared by: Agnes P. Togba *Agnes P. Togba*
Assistant Procurement Director

Date: 08/29/23

Approved by: Hon. D. Togba *Hon. D. Togba*
Head of Entity Chairman PC



Date: 9/1/2023

Annex B: Copies of the quarterly actualized procurement plans

[Attach copies of Approved Procurement Plans implemented during the quarter for which the report is being submitted]

Annex C: Copies of notice of award

[Attach copies of all notice of intent to award contracts submitted to the Commission in accordance with Section 31 of the PPCA during the quarter under consideration]

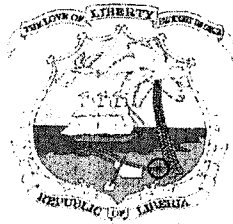
Annex D: Copies of signed contracts

[Attach copies of all contracts signed during the quarter]

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

[Attach a copy of the minutes of the Procurement Committee meeting during which the quarterly procurement report was approved]

REPUBLIC OF LIBERIA
Ministry of Youth & Sports



Quarterly Procurement Report
FY 2023

For the 2nd Quarter (April to June)

Date of Submission: 08/29/23

Table of Contents

1.0 Introduction and Summary
2.0 Challenges
3.0 Recommendations
4.0 Annexes
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



REPUBLIC OF LIBERIA
MINISTRY OF YOUTH & SPORTS

Samuel Kanyon Doe Sports Complex
Paynesville, Liberia



OFFICE OF THE MINISTER

0886950949

MYS-M/PPCC-ED/09-04/'23-RL

September 1, 2023

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

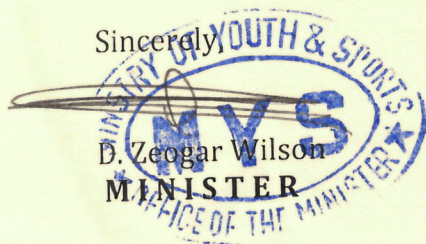
Dear Hon. Johnson:

The Procurement Committee of Ministry of Youth & Sports presents its compliments and herein submit its Second Quarter (April-June) Procurement Report for Fiscal year 2023.

The report highlights procurement activities undertaken by the Ministry during the above-mentioned reporting period.

Sincerely,

D. Zeogar Wilson
MINISTER



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 2nd Quarter 2023, for your review and consideration.

During the period under review, **Ministry of Youth & Sports** has completed the implementation of 1(one) procurement package out of the 18 planned Contract Packages of contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, [Ten (10) RFQs was used for the acquisition of Educational Materials, Repair & Maintenance Vehicle, Equipment & Households Computer & Supplies ITC, Repair & Maintenance Civil, Stationery, Cleaning Materials, and Air Ticket, vehicle Rental and Vehicle Insurance)

Whereas the NCB method of procurement was used for the acquirement of two (3) contract packages (Security Guard Services, Sporting Materials & Renovation). The RB was used for the acquisition of (Floodlight, Vehicle, and Motorbike) additionally, the LCS method was used to hire the consultant for the provision of Legal Consultant service].

2.0 Challenges

- logistical supports, such as mobility(vehicle) computers, office desk and chairs
- Vendor's refusal to supply on purchase order. Rather check payment
- For Some tractions, such as purchasing for the Ministry's TVET Institution uniforms often from waterside, most vendors will not have tax clearances Sometimes the full procurement method is not applicable, at some point they don't want checks instead cash.

3.0 Recommendations

- There is a need the commission review the Procurement Policy
- The Commission be more rebuts in regulating the procurement processes in Procuring Entities
- Conduct routine training for practitioners and heads

Annex A: Summary Table

General Information
<i>Ministry of Youth & Sports</i>
Quarterly Procurement Report
<i>2nd Quarter 2023 April to June</i>

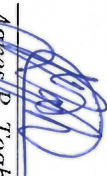
SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION

[illegible]

4	NSBA/RfQ/ 002/203	Repair& Maintenance Civil	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	1,000	No activity								
5	NSBA/RfQ/ 003/2023	Equipment &Household	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	7,000	No activity								
6	NSBA/RfQ/ 004/2023	Computer& supplies ITC	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	1,500	No activity								
7	NSBA/RfQ/ 005/2023	Repairs& Maintenance Vehicle	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	2,000	No activity								
8	NSBA/RfQ/ 006/2023	Cleaning Materials	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	1,000	No activity								
9	NSBA/RfQ/ 007/2023	Stationery	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	1,000	No activity								
10	NSBA/RfQ/ 008/2023	Vehicle insurance	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	1,500	No activity								
11	CS/FB/001/2 023	Legal Consultant	CQS	GOL	No activity	No activity	No activity	No activity	No activity	12,000	No activity								
12	SP/NCB/001 /2023	Renovation	NCB	GOL	No activity	No activity	No activity	No activity	No activity	416,175									
13	SP/RB/002/2 023	Vehicle	RB	GOL	No activity	No activity	No activity	No activity	No activity	45,000									
14	SP/RB/002/2 023	Motorbike	RB	GOL	No activity	No activity	No activity	No activity	No activity	32,500									
15	SBA/RB/00 1/2023	Petroleum	RB	GOL	No activity	No activity	No activity	No activity	No activity	8,000									
16	SBA/RfQ/0 01/2023	Air Ticket	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	5,000									
17	SB/ANCB/0 02/2023	Sporting Materials	NCB	GOL	No activity	No activity	No activity	No activity	No activity	180,000									
18	SBA/RfQ/0 02/2023	Vehicle Rental	RfQ	GOL	No activity	No activity	No activity	No activity	No activity	500.00									

Prepared by:



Agnes P. Togba - Massagui

Assistant Procurement Director

Date:

08/29/23

Approved:



Hon. D. Zogor

Head of Entity/ Chairman PC

Date:

9/1/2023



Annex B: Copies of the quarterly actualized procurement plans
[Attach copies of Approved Procurement Plans implemented during the quarter for which the report is being submitted]

Annex C: Copies of notice of award

[Attach copies of all notice of intent to award contracts submitted to the Commission in accordance with Section 31 of the PPGA during the quarter under consideration]

Annex D: Copies of signed contracts

[Attach copies of all contracts signed during the quarter]

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

[Attach a copy of the minutes of the Procurement Committee meeting during which the quarterly procurement report was approved]