# REPUBLIC OF LIBERIA

# Ministry Of Youth & Sports



# Quarterly Procurement Report FY 2023

For the 1st Quarter (January – March)

Date of Submission: 08/29/23

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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

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.

D. Zeogar Wilson, M.I.N.I.S.T.E.R.

# 4.0 Annexes:

Annex A: Summary Table

1st Quarter 2023 January to March	Quarterly Procurement Report	Ministry of Youth & Sports	General Information
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# SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION

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004/2023	003/2023	NSBA/RFQ/ 002/203	SBA/RFQ/0 01/2023	23 23	RB/001/202						Code	Package
supplies ITC	Equipment & Household	Kepair& Maintenance Civil	Educational materials	Security Guards Services	Installation of Floodlight		. <u>-</u>			Description	Package.	Contract
RFQ	RFQ	RFQ	RIPO	NCB	RB			-	۵	Metho	ement	Procur
GOL	GOL	GOL	GOL	GOL	GOI.	-				Funding	of	Source
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INO activity	No activity	No activity	No activity		No activity:				Submissio	Bids	Closing of	Date of
activity	activity	No activity	activity		No activity			Ω.	Receive	Bids	r of	Numbe
NO activity	No activity	No activity	No activity		No activity		PC by		Contract	n of	Transmissio	Date of
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No activity	No activity	No activity	No activity		No activity		11001001	/Service	Consultant	ontractor/	Supplier/C	Name of
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		5 F	Special Control	101	No activity	5,000	No activity	No activity	No activity	No activity	GOL	RFQ	Air Ticket	SBA/RFQ/0 01/2023	16
	12			The state of the s	 No activity	8,000	No activity	No activity	No activity	No activity	GOL	RB	Petroleum	SBA/RB/00 1/2023	15
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			900,3%			45,000	Ž.		8	TIESA INCLUSIONE CONTRACTOR	GOL	RB	Vehicle	SP/RB/002/2 023	l G
			418,175			416,175	The second second	ı		To the state	GOL	NCB	Renovation	SP/NCB/001 /2023	12
		F-14	19,000	1	No activity	12,000	No activity	No activity	No activity	No activity	GOL	cos	Legal Consultant	CS/FB/001/2 023	_
			3		No activity	1,500	No activity	No activity	No activity	No activity	GOL	RFQ	Vehicle insurance	NSBA/RFQ/ 008/2023	01
		21	201		No activity	1,000	No activity	No activity	No activity	No activity	GOL	RFQ	Stationery	NSBA/RFQ/ 007/2023	9
					No activity	1,000	No activity	No activity:	No activity	No activity	GOL	RFQ	Cleaning Materials	NSBA/RFQ/ 006/2023	× ×
·					No activity	2,000	No activity:	No activity	No activity	No activity	GOL	RFQ	Repairs& Maintenance Vehicle	NSBA/RFQ/ 005/2023	7

Prepared by: \_\_

Agnes P. Togba - Massaquoi Assistant Procurement Director

Date: 08)29/23

Approved by:

Date: 96 los 23

# 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

[Attack-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 2<sup>nd</sup> Quarter (April to June)

Date of Submission: 08/29/23

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September 1, 2923

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.



# 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 2<sup>nd</sup> Quarter 2023, for your review and consideration.

During the period under review. Ministry of Youth & Sports has completed the implementation of I(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)

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# 3.0 Recommendations

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- The Commission be more rebuts in regulating the procurement processes in Procuring Entities

\*\* \*1. <sub>1</sub>. j.

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# 4.0 Annexes:

# Annex A: Summary Table

<sup>2nd</sup> Quarter 2023 April to June	Quarterly Procurement Report	Ministry of Youth & Sports	General Information
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SBA/RFQ/0 01/2023	NCB/001/20 23	RB/001/202	Package Code	
FQ/0	01/20	1/202	(ig C	
Educational materials	Security Guards Services	Installation of Floodlight	Contract Package Description	
RFQ	NCB	RB	Procur ement Metho d	
GOL	GOL	GOL	Source of Funding	
No activity	03/17/23	No activity	Date of Advertisemen t/Bids Invitation	SUMMARY OF PROCUREMENTS IN
No activity	04/13/23	No activity	Date of Closing of Bids Submission	OF PROCURE
No activity		No activity	Numbe r of Bids Receive d	EMENTS
No activity	05/1/23	No activity	Date of Transmissio n of Contract Award Notice by PC	
8,100	44,000	500,000	Actual Contrac t Value	S, PROCI
No activity	Voice Operation Security Services	No activity	Name of Supplier/C ontractor/ Consultant /Service Provider	PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED SPECIFIC INFORMATION
No activity	Has PPCC VR	N/A	Supplier/ Contract or/Consu ltant/Ser vice Provider PPCC VR Status	COMPLE
No activity	Richman G. Nuewoo	No activity	Business Legal Owner	TED & CON
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Vehicle Rental	Sporting Materials	Air Ticket	Petroleum	Motorbike	Vehicle	Renovation	Legal Consultant	Vehicle insurance	Stationery	Cleaning Materials	Repairs& Maintenance Vehicle	Computer& supplies ITC	Equipment &Household	Repair& Maintenance Civil
RFQ	NCB	RFQ	RE	RB	RB	NCB	cos	RFQ	RFQ	RFQ	RFQ	RFQ	RFQ	RFQ
GOL	GOL	GOL	GOL	GOL	GOL	GOL	GOL	GOL	TOĐ	GOL	GOL	GOL	GOL	GOL
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Prepared by: \_

Agnes P. Togba - Massaquoi
Assistant Procurement Director

Date: 08/29/2

Date: 9/1/2013

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