

**National Bureau of Concessions  
Oldest Congo Town, Monrovia,  
Liberia**



**First and Second Quarters Procurement Report  
Fiscal Year 2023**

**For the quarters [*1<sup>st</sup> Quarter (January – March) and 2<sup>nd</sup> Quarter  
(April – June)*]**

**Date of Submission: 09/01/2023**

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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, the NBC is pleased to submit its Procurement Report for first and second quarters of fiscal year 2023 for your review and consideration.

During the period under review, *NBC* has not completed the implementation of *procurement packages as submitted to the PPCC within said Procurement Plans*. Out of all the contract packages within our submitted procurement plans for the period under review, none has been implemented due to budgetary constraint.

Notwithstanding, the NBC has a total number of four (4) contract packages. From these total contract Packages, there are two contract packages for SBA and two for Core Budget Procurement Plan.

In like manner, the Core budget has one contract for NCB Procurement Method and the other for Single Source Procurement Method. On the other hand, the SBA has one package for RB (Restricted Bidding) and another for Single Source (SS).

## **2.0 Challenges**

Inadequate budget funding and electricity are our major challenges. Both have significantly hindered the progress and completion of our procurement plans which are significantly undermining the progress of the NBC.

## **3.0 Recommendations**

The NBC hereby recommend that GoL conduct of a thorough assessment of the procurement's scope of NBC, its operational requirements, and estimated costs before creating a detailed budget that accounts for all aspects of procurements, including Electricity, equipment, and contingencies.

It is our fervent hope that GoL prioritize NBC based on its potential impact and importance to the concession sector and the Country at large. With this, the operational efficiency of the NBC will improve in less time.

It is our hope that if GoL implement these recommendations, NBC can proactively address the challenges of inadequate budget allocation and electricity-related issues, thereby increasing the likelihood of successful Procurement implementation and achieving the desired outcomes.



**REPUBLIC OF LIBERIA**  
**National Bureau of Concessions**  
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Ref: NBC/DDGA/072/2023

September 01, 2023

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

**Ref: Submission of NBC's 1<sup>st</sup> and 2<sup>nd</sup> Quarters Procurement Report for Fiscal Year 2023**

Dear Hon. Johnson:

The Procurement Committee of *National Bureau of Concessions (NBC)* herewith submits to your office its *1<sup>st</sup> and 2<sup>nd</sup> Quarter Procurement Report for Fiscal Year 2023*.

This report summarizes the procurement activities partially implemented at the *NBC* for the periods: *1<sup>st</sup> Quarter (January 1, 2023 to March 31, 2023) and 2<sup>nd</sup> Quartet (April 1, 2023 to June 30, 2023)*.

Kind Regards,

Sincerely yours,

Hon. Diana C. Harris  
**DEPUTY DIRECTOR GENERAL / ADMINISTRATION**



Received:  
Theophilus Kollie  
August  
September 1, 2023

**Assuring Concessions Integrity, Compliance, Monitoring & Evaluation**

#### 4.0 Annexes:

#### Annex A: Summary Table

General Information
<b>NATIONAL BUREAU OF CONCESSIONS (NBC)</b>
<b>Quarterly Procurement Report</b>
<b>FIRST AND SECOND QUARTERS REPORT 2023</b>

#### 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	Date Contract Signed	Date of Delivery/Inspection	Period
1	IFB No.NBC/SBA/RB/001/2023	Petroleum Products (Diesel & Gasoline)	RB	GoL	30-Jul-23	27-Aug-23	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N
2	IFB No.NBC/SBA/SS/001/2023	Internet Connectivity	SS	GoL	30-Jul-23	10-Aug-23	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N
3	IFB No.NBC/NCB/001/2023	Stationery	NCB	GoL	1-Aug-23	15-Aug-23	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N
4	IFB No.NBC/RFQ/002/2023	Cleaning Materials & Services	RFQ	GoL	3-Aug-23	12-Aug-23	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N

Prepared by: \_\_\_\_\_

Aaron Y. B. Konah  
Procurement Director

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Aaron Y. B. Konah  
Deputy Director General for Administration  
Chairman PC

Date: \_\_\_\_\_



**Annex B: Copies of the quarterly actualized procurement plans**  
*Not available*

**Annex C: Copies of notice of award**  
*Not available*

**Annex D: Copies of signed contracts**  
*Not available*

**Annex E: Copy of PC quarterly meeting minutes endorsing the quarterly procurement report**  
*Not available*