



Republic of Liberia
NATIONAL ELECTIONS COMMISSION
TUBMAN BOULEVARD, 9th & 10th STREETS, SINKOR – P.O. BOX 2044
MONROVIA, LIBERIA
Email: info@necliberia.org



Date: August 15, 2023

Executive Director
Public Procurement & Concessions Commission
Executive Mansion Grounds
Capitol Hill
Monrovia, Liberia

Dear Hon. Bodger Scott Johnson:

The Procurement Committee of *National Elections Commission* herewith submits to your office its:
1st and 2nd Quarters Procurement Report for Fiscal Year 2023.

This report summarizes the procurement activities implemented at the [*National Elections Commission*] for the period *January 1, 2023 to August 15, 2023*.

Kind Regards.

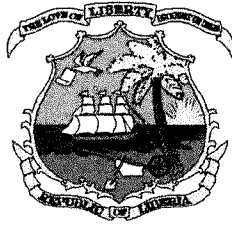
Sincerely yours

Hon. Davidetta Browne Lansanah
Chairperson

Received:
Theophilus Hollie
August 18, 2023
Time: 11:42 AM

REPUBLIC OF LIBERIA

NATIONAL ELECTIONS COMMISSION



Quarterly Procurement Report

FY 2023

For January - August

Date of Submission: August 15, 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 Concessions Act which requires each Procuring Entity to submit quarterly report to the Commission, I am pleased to submit the Procurement Report for *January to August 2023*, for your review and consideration.

During the period under review, *the National Elections Commission* has completed the implementation of 11 procurement packages out of the 35 planned contract packages within our approved procurement plan for the period under review and other packages.

Out of the total procurement implemented thus far, the RB was used for the acquisition of four contract packages (Vehicles, Ballot Paper and Forms, Voting Screen and Live Broadcast Equipment), whereas the NCB method of procurement was used for the acquirement of one (1) contract package (Kits and Ballot Boxes). Additionally, the ICB method was used for the acquirement of one (1) contract package (Prepacked Election Material-Training and Actual) and the SS method was used for the acquirement of five contract packages (Election Stationery, Printing and Binding of Elections Materials, Spare Parts-Vehicles/Motorbikes, Office Furniture and Fixture and Vehicle Insurance Coverage. Notwithstanding, other contract packages were implemented which indicated in this report.

2.0 Challenges

[Identify and outline challenges and constraints encountered during the course of the quarter while implementing planned procurement activities]

3.0 Recommendations

[Indicate relevant recommendations taking into consideration the challenges outlined above for improving future implementation of planned procurement activities]

4.0 Annexes:

Annex A: Summary Table

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National Elections Commission
Quarterly Procurement Report
January to August 2023

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1	IFBNo. NEC/PLE/RB/001/2023	Vehicles	RB	National Budget	March 31, 2023	April 14, 2023	6 bids were received	June 21, 2023	US\$377,750.00	CICA Motors Liberia	Yes	Marc Boissgnr Daniel Froment in Heitz Wrobrer	Mr. Fabrice DE CREIS QUER	June 22, 2023	July 15, 2023	July 15, 2023	US\$377,750.00
2	IFBNo. NEC/PLE/RB/001/2023	Vehicles	RB	National Budget	March 31, 2023	April 14, 2023	6 bids were received	June 12, 2023	US\$35,000.00	United Motor Company	Yes	Rahif Abou Chacra	Maher Abou, Rahif Abou, Mazen Abou Chacra	June 22, 2023	August 27, 2023	August 31, 2023	US\$ - 0-

Prepared by:

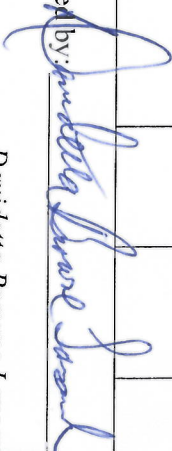


Joseph Kerkuloh

Procurement Director

Date: 08/15/23

Approved by:



Davidetta Browne Lansanah

Head of Entity/ Chairperson PC

Date: 8/15/23

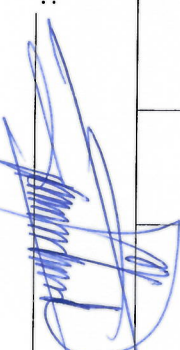
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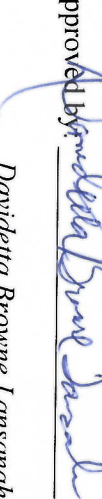
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3	IFB No. NEC/PL E/ RB/001/ 2023	Vehicles	RB	National Budget	March 31, 2023	April 14, 2023	6 bids were received	June 21, 2023	US\$576,000.00	Cape Automotive Solutions	Yes	Robert C. Tubman Jr.	Robert C. Tubman Jr.	June 16, 2023	August 28, 2023	August 28, 2023	US\$ - 0 -	Vehicle delivered
4	IFB No. NEC/PL E/ SS/002/ 2023	Computer Supplies & ICT Service	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Framework contract	Techno IT Inc	Yes	Hasan Khazem	Hasan Khazem	April 15, 2023	Progressive delivery	December 31, 2023	US\$.18,000.00 & LD4,610.13 0.00	Framework completed

Prepared by: 
Joseph Kerkalah
Procurement Director

Date: 08/15/23

Approved by: 
Davidetta Browne Lamsamah
Head of Entity/ Chairperson PC

Date: 8/15/23

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5	IFB No. NEC/SBA/ PLE/ SS/002/2023	Petroleum Products	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Frame work contract	Aminata & Sons, Inc.	Yes	Siaka A. Toure Bangele Kamara	Siaka A. Toure Bangele Kamara	October 19, 2022	Progressive delivery	December 31, 2023	US\$285,114.80
6	IFB No. NEC/PLE/ NCB/002/2023	Election Kits and Ballot Boxes	NCB	National Budget	April 6, 2023	April 20, 2023	1 bid was received	May 19, 2023	US\$499,500.00	Unique Enterprise	Yes	Daniel N. Kolubah	Daniel N. Kolubah	May 8, 2023	August 31, 2023	August 31, 2023	US\$499,500.00

Prepared by:

Date:

Approved by:

Date:

Joseph Kerkulah
Procurement Director

Davidetta Browne Lansanah
Head of Entity/ Chairperson PC

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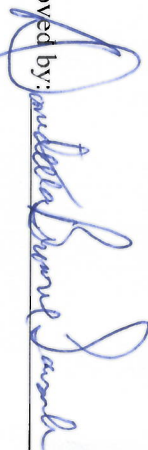
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7	IFB No. NEC/PL E/ SS/001/ 2023	Election Stationery	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Framework work contract	Cross Words	Yes	Sachin Nambiar	Sachin Nambiar	April 17, 2023	Progressive delivery	December 31, 2023	L\$9,603,851.85	For correction
8	IFB No. NEC/PL E/SS/00 4/2023	Spare parts- Vehicles/Motorbikes	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Framework work contract	Genuine Standard Auto Service	Yes	William T. Bombo	William T. Bombo	April 17, 2023	Progressive delivery	December 31, 2023	L\$2,448,570.00	For correction

Prepared by: 
Joseph Kerkulah
Procurement Director

Date: 08/15/23

Approved by: 
Davidetta Browne Lamsench
Head of Entity/ Chairperson PC

Date: 8/15/23

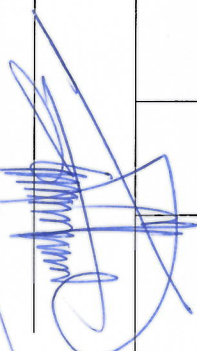
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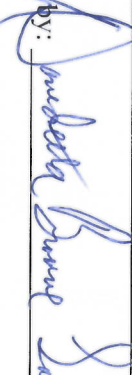
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9	IFB No. NEC/PLE/ ICB/001/2 023	Prepacked Elections and Runoff Materials	ICB	National Budget	April 5, 2023	May 17, 2023	Three bids were received	June 7, 2023	US\$2,220,574.92	Unique Enterprise	Yes	Daniel N. Kolubah	Daniel N. Kolubah	June 8, 2023	September 16, 2023	September 26, 2023	US\$ - 0-	Partially completed
10	IFB No. NEC/PLE/ SS/007/20 23	Office Furniture and Fixture	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Framework contract	Cross Words	Yes	Sachin Nambiar	Sachin Nambiar	April 17, 2023	Progressive delivery	December 31, 2023	US\$16,900.00 & L\$7,527,485.00	Partially completed

Prepared by:  Date: 08/15/23

Joseph Kerkulath
Procurement Director

Approved by:  Date: 8/15/23

Davidetta Browne Lamsanah
Head of Entity/ Chairperson PC

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11	IFB No. NEC/PLE/SS/008/2023	Vehicle Insurance Coverage	SS	National Budget	N/A	N/A	N/A	June 30, 2023	Framework contract	American Underwriters Group (AUG)	Yes	Imad Hage	Imad Hage	July 3, 2023	Insurance Service for 1 year	July 3, 2024	US\$12,343.75
12	IFB No. NEC/PLE/RB/002/2023	Ballot Papers and Election Forms	RB	National Budget	May 9, 2023	June 20, 2023	Three bids were received	July 10, 2023	US\$2,150,000.	Buck Press Limited	N/A	Kofi Buckman	Kofi Buckman	July 11, 2023	September 1, 2023	September 16, 2023	US\$ -0-

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Joseph Kerkulah
Procurement Director

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Davidetta Browne Lansanah
Head of Entity/ Chairperson PC

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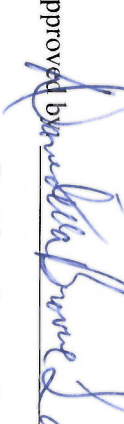
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13	IFB No. NEC/SBA /PLE/ SS/001/2023	Jingles and Dramas	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Framework work contract	Flomo Theatre	Yes	Nuku K. Ballah	Nuku K. Ballah Kormasasa Ballah	April 19, 2023	Progressive delivery	December 31, 2023	0
14	IFB No. NEC/SBA /PLE/ RB/002/2023	Broadcast Equipment -Lot 1	RB	National Budget	July 3, 2023	July 13, 2023	Two bids were received	July 31, 2023	US\$28,700.00	Focus Reality and Investments Inc.	Yes	Edmond Cephus Smart Jr.	Edmond Cephus Smart Jr.	August 1, 2023	August 31, 2023	August 31, 2023	US\$28,700.00
15	IFB No. NEC/SBA /PLE/ RB/002/2023	Broadcast Equipment -Lot 2	RB	National Budget	July 3, 2023	July 13, 2023	Two bids were received	July 31, 2023	US\$30,025.00	ReTech Engineering Solutions	Yes	Daniel N. Kolubah	Daniel N. Kolubah	August 1, 2023	August 10, 2023	August 31, 2023	US\$ 0

Prepared by:  Date: 08/15/23

Joseph Kekitah
Procurement Director

Approved by:  Date: 8/15/23

Davidetta Browne Lansanah
Head of Entity/ Chairperson PC


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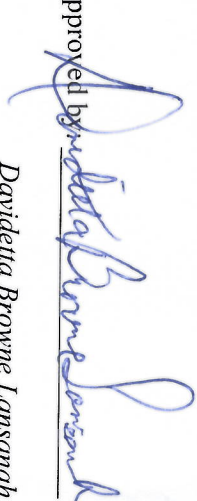
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16	IFB No. NEC/VRP NCB/008/2022	Data Center Network Infrastructure Setup and Support	NCB	National Budget	March 1, 2023	March 16, 2023	One bid was received	March 19, 2023	US\$69,610.00	PLANE T PC Provider	Yes	Anil Bhupendra Padaria	Bhupendra Padaria	March 20, 2023	March 27, 2023	March 27, 2023	US\$ - 0-
17	IFB No. NEC/PLE/ICB/001/2023	Voting Screen	RB	National Budget	April 7, 2023	April 21, 2023	Four bids were received	June 12, 2023	US\$176,000.00	Unique Enterprise	Yes	Daniel N. Kolubah	Daniel N. Kolubah	June 16, 2023	August 31, 2023	September 26, 2023	US\$ - 0-

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Joseph Kerkalah
Procurement Director

Date: 08/15/23

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Head of Entity/ Chairperson PC

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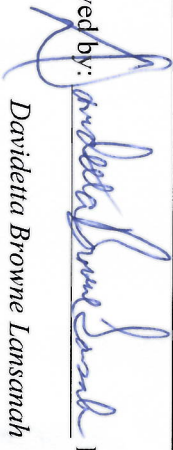
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18	IFB No. NEC/SBA /SS/001/2 023	Building Materials-Civil Work	SS	National Budget	N/A	N/A	N/A	March 9, 2023	US\$69,912.80	Sethi Brothers Inc.	Yes	Jay S. Khanija	Jay S. Khanija	June 20, 2023	August 9, 2023	August 31, 2023	US\$69,912.80
19	IFB No. NEC/SBA /SS/001/2 023	Building Materials-Civil Work	SS	National Budget	N/A	N/A	N/A	March 9, 2023	US\$120,701.36	Sethi Brothers Inc.	Yes	Jay S. Khanija	Jay S. Khanija	July 28, 2023	Progressive delivery	September 30, 2023	0
20	IFB No. NEC/SBA /SS/001/2 023	Building Materials-Civil Work	SS	National Budget	N/A	N/A	N/A	March 9, 2023	US\$14,195.78	Sethi Brothers Inc.	Yes	Jay S. Khanija	Jay S. Khanija	July 28, 2023	Progressive delivery	September 30, 2023	0

Prepared by:



Date: 08/15/23

Approved by:



Date: 8/15/23

Joseph Kerkulach

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Head of Entity/ Chairperson PC


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21	IFB No. NEC/PLE/SS/003/2023	Printing and Binding of Elections Materials	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Frame work contract	Victor Printing Services	Yes	Victor Mature	Victor Mature	April 19, 2023	Progressive delivery	December 31, 2023	US\$27,900.00
22	IFB No. NEC/PLE/SS/003/2023	Printing and Binding of Elections Materials	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Frame work contract	Progress Printing Press	Yes	Mulbah J. Togba	Mulbah J. Togba	April 19, 2023	Progressive delivery	December 31, 2023	US\$15,000.00
23	IFB No. NEC/PLE/SS/003/2023	Printing and Binding of Elections Materials	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Frame work contract	Alley Printing Press	Yes	Henry E. Harris	Henry E. Harris	April 19, 2023	Progressive delivery	December 31, 2023	US\$5,850.00 & L\$5,028,625.00

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Date: 08/15/23

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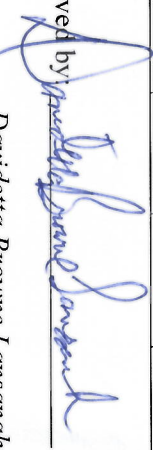
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24	IFB No. NEC/PLE/SS/003/2023	Printing and Binding of Elections Materials	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Frame work contract	JP Express Int'l Inc.	Yes	Andrew O. Awo	Andrew O. Awo	April 19, 2023	Progressive delivery	December 31, 2023	US\$2,000.00
25	IFB No. NEC/PLE/SS/003/2023	Printing and Binding of Elections Materials	SS	National Budget	N/A	N/A	N/A	April 17, 2023	Frame work contract	Elite Branding and Design	Yes	Jeremiah Brown	Mamad Kabbah	April 19, 2023	Progressive delivery	December 31, 2023	US\$9,520.00
26	IFB No. NEC/PLE/SS/003/2023	Printing and Binding of Elections Materials	SS	National Budget	N/A	N/A	N/A	April 17, 2023	L\$19,655,230.00	Sabanoh Enterprises	Yes	Assaad Barbar	Assaad Barbar	April 19, 2023	Progressive delivery	December 31, 2023	-0-

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Joseph Kerkulah
Procurement Director

Date: 08/15/23

Approved by: 
Davidetta Browne Iansanah
Head of Entity/ Chairperson PC

Date: 8/15/23

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

[Attach copies of all notice of intent to award contracts submitted to the Commission in accordance with Section 31 of the PPA 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]