



OFFICE OF THE CHAIRPERSON

Republic of Liberia
NATIONAL ELECTIONS COMMISSION

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RL/NEC/DBL/06-05/'23

June 12, 2023

Mr. Stevenson A. Yond

Officer-In-Charge

Public Procurement & Concession Commission (PPCC)

Executive Mansion Grounds, Capitol Hill

Monrovia, Liberia

Received:
Dennis Taylor
June 12, 2023
Time: 4:22 pm

Dear Mr. Yond:

I present compliments on behalf of the National Elections Commission (NEC), and hereby wish to inform you that the NEC concluded a Restricted Bidding Process for the award of contract for the Supply and Delivery of Transport Equipment-Vehicles under the 2023 General Elections Project Procurement Plan for the 2023 annual year.

Accordingly, I write to request "No Objection" for notification of Intend to Award contracts to **CICA Motors** the most Responsive Bidder for the Supply and Delivery of Transport Equipment-Vehicles, (IFB No. NEC/PLE/ RB/001/2023) for lot 1, 2, and 3, in the amount of **Three Hundred Seventy-Seven Thousand Seven Hundred Fifty United States Dollars (US\$377,750.00)**, and **Cape Automotive Solutions** the most Responsive Bidder for the Supply and Delivery of Transport Equipment-Vehicles, (IFB No. NEC/PLE/ RB/001/2023) for lot 4, and 5a, in the amount of **Five Hundred Seventy-Six Thousand United States Dollars (US\$576,000.00)**.

This request is in line with Section 31, subsection (1) of the PPC Act which requires the Procurement Committee to, prior to awarding contract, deliver to the commission for approval, a note of Intent to Award said contract especially so, where the contract value exceeds the thresholds established by regulations promulgated by the Commission, unless where a minimum of fourteen (14) days have lapsed since such notification was delivered to the Commission.

The NEC therefore seeks "No objections" for its Intent to Award contracts to **CICA Motors** and **Cape Automotive Solutions** for the Supply and Delivery of Transport Equipment-Vehicles under the 2023 General Election Project Procurement Plan.

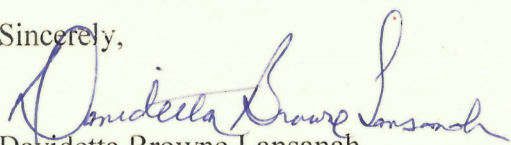
I have attached for your review, copies of the following documents:

- i. Invitation to Bid
- ii. Bids
- iii. Bids Opening Minutes
- iv. Bid Evaluation Panel's Report
- v. Minutes Of Procurement Committee Meeting Approving Evaluation report
- vi. Draft Contracts



Thank you for your usual kind cooperation and please accept the assurance of my highest esteem.

Sincerely,



Davidetta Browne Lansanah

Chairperson /Procurement Committee



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



Website: www.ppcc.gov.lr | Email: info@ppcc.gov.lr | Phone Short Code: 4357

June 21, 2023

Hon. Davidetta Browne Lansanah

CHAIRPERSON

National Elections Commission

Monrovia, Liberia

Dear Hon. Lansanah:

Subject: **PPCC RESPONSE: NEC'S INTENT TO AWARD FRAMEWORK CONTRACTS TO CICA MOTORS (LOTS #1, 2 & 3) AND CAPE AUTOMOTIVE SOLUTIONS (Lot #4 & 5a) FOR THE SUPPLY AND DELIVERY OF VEHICLES - FISCAL YEAR 2023**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for National Elections Commission (**NEC**) intent to award contracts to CICA Motors (Lots #1, 2 & 3) and Cape Automotive Solutions Inc. (Lot #4 & 5a) for the supply and delivery of transport equipment (vehicles), and in the respective amounts of **US\$377,750** and **US\$576,000.00**.

The Commission, upon review of your submissions, highlights the following:

- That the **NEC** submitted (**Hard copies**) including: bid documents, bid evaluation report, procurement committee meeting minutes, bid opening minutes, draft contract, etc.;
- That ten (10) suppliers received invitations to participate in a restricted bidding process and only six (6) submitted bids (Africa Motors, CICA Motors, Cape Automotive, United Motors company, GBK Motors and Alliance Motors Corporation);
- That this procurement was duly planned for on the NEC's approved 2023 General Elections Project Procurement plan;
- That NEC's BEP Report shows that **CICA Motors** and **Cape Automotive** emerged as the successful most responsive bidder for stipulated lots.

The Commission, upon overall review of your submission renders "No Objection" for the National Elections Commission (**NEC**) to award framework contracts to **CICA Motors** and **Cape Automotive** for the supply of the goods as indicated above, and in the stipulated respective amounts of **US\$377,750** and **US\$576,000.00**.

Kindly be reminded that all contracts which cumulative annual value exceeds the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested to by the Minister responsible for Justice.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain, **primarily**, in compliance with the PPCA, 2010, as we jointly aspire to achieve Transparency, Accountability, Fairness, Equality and ultimately public confidence in our procurement and concessions processes.

Yours Sincerely,

Stevenson S. Yond
OFFICER IN CHARGE