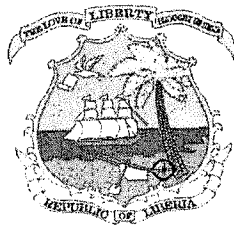


REPUBLIC OF LIBERIA

National Identification Registry



Quarterly Procurement Report

FY 2023

For: 1st Quarter (January – March) and 2nd Quarter (April – June)

Date of Submission: August 21, 2023

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



Office Of The Executive Director

Republic of Liberia

NATIONAL IDENTIFICATION REGISTRY

ALLISON STREET, CONGO TOWN, BEHIND YWCA COMPOUND



Ref: NIR-RL/ED/163/127/23

Date: August 21, 2023

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

Dear Bodger Scott Johnson:

The Procurement Committee of National Identification Registry 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 Identification Registry for the period 1st quarter (January 1, 2023 -- March 31, 2023) and 2nd (April 1, 2023 -- June 30, 2023).

Kind Regards.

Sincerely yours



Hon. Andrew Peters
Executive Director

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 & 2nd Quarter 2023, for your review and consideration.

During the period under review, National Identification Registry(NIR) has completed the implementation of eight(8) contract packages out of the Twenty-two planned Contract Packages of contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, the National Competitive Bidding method was used for the acquisition of five(5) contract packages (Pre-Printed Cards, Event Catering, Security Guard Service, Printing & Binding Services, and Office Stationery, whereas the RB method of procurement was used for the acquirement of two (2) contract packages (Petroleum Products and Scratch Card(Injection Bundle)).

2.0 Challenges

1. The process of having a National Competitive Bidding(NCB) procedure for a little over the RFQ threshold. For example. Conducting NCB process for a contract package valued at \$10,540.00.
2. The Lead time for National Competitive Bidding (NCB) should be reviewed. For instance, conducting NCB process will take nothing less than four (4) Months based on the lead time from advertising/Invitation for Bid to Contract signing. This covered more than a quarter, which makes reporting on a quarterly basis difficult.
3. The Procurement process of hiring/selecting vendors/businesses to conduct media services (advertising announcements, newspaper publications, talk shows, and press conferences) is another major challenge in the procurement field.

3.0 Recommendations

1. There should be a flexible adjustment made in an amount that is a little higher than the threshold set for Request for Quotation to avoid the long process of NCB. For example, there should be an upward adjustment in the threshold to at least 20% to accommodate a contract package of \$10,540.
 2. There should be a reduction in the lead time that cover the procurement process for National Competitive Bidding. Lessening the period to not more than two months.
 3. The Commission should come up with a set procedure for the selection of print and electric media for the conduct of business for the entity. For example, the procedure to select three or four media entities for the airing of an announcement. Keep in mind that most responsive means one vendor/bidder.
 4. The need to include the National Identification Registry procurement staff in all of its training both PPCC and Donors.
-

4.0 Annexes:

Annex A: Summary Table

General Information
National Identification Registry
Quarterly Procurement Report
First and Second Quarter 2023

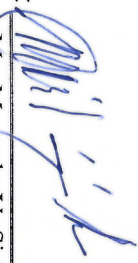
SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

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 Owner's Legal Name	Business Beneficiary Owner	Date of Contract Signature	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1	IFB No.:NIR/S BA/NCB/001/23	Pre-Printed & Printers films(Cartridge)	NCB	Gol/International Revenue	April 13, 2023	May 11, 2023	Five(5)	June 13, 2023	\$240,899.00	Imaging & Publishing Company	Yes	Liberian	Liberia	N/A	None	December 2023	None
2	IFB No.:NIR/S BA/NCB/002/23	Event Catering	NCB	Gol/International Revenue	March 21, 2023	April 18, 2023	One(1)	June 13, 2023	\$12,400.00	Blohm Enterprise	Yes	Liberian	Liberia	June 2023	June 14, 2023	December 2023	\$225.00

3	IFB No.:NIR/S BA/RB/00 1/23	Petroleum Products	RB	Gol/International Revenue	March 2, 2023	March 30, 2023	None	None	\$37,680.00	Petro Trade Inc.	Yes	Liberia/Lebanes	Liberian, Lebanes	None	Month ly	December 2023	\$17,702.20
4	IFB No.:NIR/S BA/RB/00 2/23	Scratch Card(Injection)	RB	Gol/International Revenue	March 1, 2023	March 29, 2023	One(1)	June 13, 2023	\$17,700.00	Orange Liberia	Yes	French	None	May 2023	May 2023	December 2023	\$7,484.68
5	IFB No.:NIR/S BA/NCB/003/23	Security Guard Service	NCB	Gol/International Revenue	March 1, 2023	March 29, 2023	One(1)	May 2, 2023	\$8,400.00	Wright Security	Yes	Liberia	None	May 2023	May 2023	December 2023	\$4,200.00
6	IFB No.:NIR/S BA/NCB/004/23	Printing & Binding Services	NCB	Gol/International Revenue	March 2, 2023	March 30, 2023	Two(2)	June 13, 2023	\$46,261.50	Vision Printz	Yes	Liberian	None	June 2023	June 2023	December 2023	\$11,080.00
7	IFB No.:NIR/ NCB/001/ 23	Office Stationery	NCB	Gol/International Revenue	March 1, 2023	March 29, 2023	One(1)	June 13, 2023	\$13,000.00	Source I.T. Inc.	Yes	Indian		June 2023		December 2023	\$3,621.68

Note: Petroleum Product: After the Invitation of Bid(RB) was delivery to vendors in the petroleum business, none responded. For this reason, we conduct RFQ on a month request.


Prepared by:



Mr. Momolu V. Sirleaf
Procurement Director

Date:
08/21/23

Approved by:



Hon. Andrew Peters
Head of Entity/ Chairman PC

Date:
08-21-23