



National Oil Company of Liberia

F & F Plaza, 2nd & 3rd Floor, 63 Coconut Plantation, UN Drive, 1000 Monrovia, 10 Liberia

Office of the President/CEO

Ref: Quarterly Procurement Report

August 18, 2023

Bodger Scott Johnson (Hon.)

Executive Director

Public Procurement & Concessions Commission

Executive Mansion Grounds

Capitol Hill

Monrovia, Liberia

Dear Hon. Johnson:

The Procurement Committee of the **National Oil Company of Liberia (NOCAL)** herewith submits to your office its 1st and 2nd Quarter Procurement Report for the Fiscal Year 2023.

This report summarizes the procurement activities implemented at the National Oil Company of Liberia for the period of the 1st and 2nd Quarterly report submitted (January – March 2023 and April – June 2023).

Kind Regards.

Sincerely yours

Saifuah-Mai Gray
Atty. Saifuah-Mai Gray

PRESIDENT/CEO

*Received
Theophilus S.B. Kollie
August 21, 2023
Time: 12:47pm*

REPUBLIC OF LIBERIA

**National Oil Company of Liberia
(NOCAL)**



**Quarterly Procurement Report
FY 2023**

For the 1st & 2nd Quarter (Jan – Mar 2023 & Apr – Jun 2023)

Date of Submission: 8/21/2023

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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, I am pleased to submit the Procurement Report for 1st and 2nd Quarter of 2023, for your review and consideration.

During the first quarter, we submitted our procurement plan and spending plan for the Calendar Year 2023. Of the approved packages, four (4) were rolled out for implementation within the 1st and 2nd quarters of the year 2023.

The packages that were rolled out for implementation in the 1st and 2nd Quarters were: Two Single Source (SS) for the Purchase of Land and Professional Services (Seismic Data Renegotiation), International Competitive Bidding (ICB) for the Construction of Building, and One Quality, and Cost Based Selection (QCBS) for Architecture and Engineering Services.

2.0 Challenges

There were no major challenges faced during the 1st and 2nd quarter.

3.0 Recommendations

We recommend that the Enterprise Resource Planning (ERP) System be adopted to control the cost of procurement activities to enable institutions to be more efficient.

4.0 Annexes:

Annex A: Summary Table

General Information
NATIONAL OIL COMPANY OF LIBERIA
Quarterly Procurement Report
1 st & 2 nd Quarter, 2023

SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED																		
SPECIFIC INFORMATION																		
Item Number	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 PPMC VR Status	Business Legal Owner	Business Beneficiary Owner	Date Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)	
1	NOCAL/SS/001/2023	Purchase of Land	SS	Internal Generated Revenue	NA	NA	1	NA	500,000	Mohammed Sirleaf	NA	NA	NA	2/28/2023	NA	NA	NA	COMPLETED
2	IFB NO. NOCAL/ICB/001/2023	Construction of Building (NOCAL HEAD OFFICE)	ICB	Internal Generated Revenue	04/4/2023	05/16/2023	6	06/23/2023	2,913,857.67	BMC GROUP OF COMPANIES	Yes	Hassan Kobeissi	Mr. Hassan Kobeissi	07/13/2023	NA	02/2025	02/2025	Active
3	NOCAL/SBA/QCBS/002/2023	Architectural & Engineering Service (Consultancy)	QCBS	Internal Generated Revenue	06/28/2023	07/28/2023	3	08/4/2023	253,700	TSC GLOBAL	Yes	Mr. Amara S. Sackor	Mr. Amara S. Sackor	08/18/2023	NA	02/2025	02/2025	Active
	NOCAL/SS/001/2023	Professional Services (Rebalancing & Tooling)	SS	Internal Generated Revenue	NA	NA	1	NA	50,000	Jacqueline Khoury	Yes	Jacqueline Khoury	Jacqueline Khoury	NA	NA	NA	NA	IN-PROGRESS

Prepared by: 
Yekeh Gaylor, Jr.
Procurement Officer

Date: 8/18/2023

Approved by: 
Atty. Saifuah-Mai Gray
Head of Entity/ Chairman PC

Date: 8/18/23

Procurement Committee Meeting
For
Endorsing the Quarterly Procurement Report

Meeting Minutes

Date : Monday, August 21, 2023

Location : President/CEO's Conference Room

AGENDA

- 1. Opening Prayer
- 2. Report Summary
- 3. Procurement Plan for Calendar Year 2023 Update
- 4. Review of Quarterly Procurement Report
- 5. Endorsement & Conclusion
- 6. Closing Prayer

In Attendance:

No.	Name	Position	Emails
1	Atty. Saifuah-Mai Gray	President/CEO	saifuahg@nocal.com.lr
2	Mr. Eric Daniels	VP Finance	edaniels@nocal.com.lr
3	Cllr. Edwina Edjerah Barchue	General Counsel	ebarchue@nocal.coml.lr
4	Yekeh Gayflor, Jr.	Procurement Officer(non-member)	ygayflor@nocal.com.lr

The President/CEO asked Yekeh Gayflor, Jr., Procurement Officer to offer a prayer. Yekeh Gayflor, Jr., did the opening prayer.

Report Summary

This report is a routine quarterly procurement update report, following the 1st and 2nd Quarterly Procurement Report of the National Oil Company of Liberia.

It seeks to gain endorsement for submission. The report provides sight of contracting activity early in the process and identifies where the decision to either commence a Procurement or award a contract should reside.

1. Opening Statement

The President/CEO called the meeting to order by about 11:00 A.M. and offered that the purpose and objective of the meeting is to review and endorse the 1st and 2nd Quarter Procurement Report for the Calendar Year 2023. She asked every member to review all the documents containing the packages that were rolled out and comment if there were any observations.

2. Procurement Plan for FY2023 Update and Addendum

Procurement Plan updated and certified by Procurement Committee Members.

3. Review of Quarterly Procurement Report

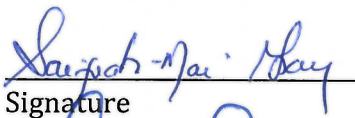
The committee did a cross-reference check on all the procurement packages rolled out and compared them with what was stipulated in the 1st and 2nd Quarterly Procurement Report for authentication. After a thorough verification exercise, several procurement activities were identified and corresponded with the approved procurement plan and evaluation report.

4. Endorsement and Conclusion

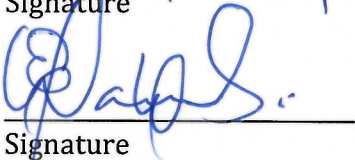
Members agreed on August 21, 2023 in principle and in good faith to endorse the 1st and 2nd Quarterly Procurement Report for Calendar Year 2023.

Signature affixed

Atty. Saifuah-Mai Gray
Chair


Signature

Eric Daniels
Co-Chair


Signature

Cllr. Edwina Edjerah Barchue
Member


Signature

Yekeh Gayflor
Non-Member (Secretary)