



National Public Health Institute Of Liberia

Preventing and Controlling Public Health Threats

NPHIL/RL/JAM-DG/693/22

December 16, 2022

Atty. Jargbe Roseline Nagbe Kowo
Executive Director
Public Procurement and Concessions Commission
Executive Mansion Ground
Monrovia, Liberia

Received:
Theophilus Kollie
December 19, 2022
Time 3:49pm

Dear Atty. Kowo:

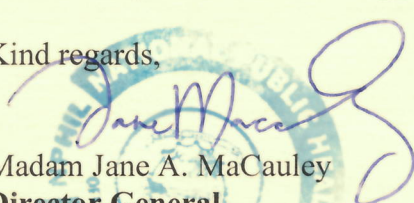
Kindly accept my compliments and best wishes.

The Procurement Committee of the *National Public Health Institute of Liberia* herewith submits to your office its 1st, 2nd, and 3rd Quarter Procurement Reports for the Fiscal Year 2022 under review,

These reports provide summary of procurement activities implemented at the *National Public Health Institute of Liberia* for the periods (1st, 2nd & 3rd Quarters) for which these reports are being submitted: 1st quarter (January-March 2022), 2nd quarter (April-June 2022) and 3rd quarter (July-September 2022).

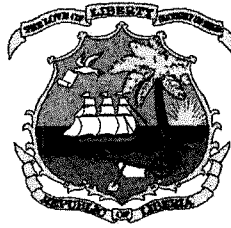
Thanks for your continuous support, cooperation and understanding.

Kind regards,


Madam Jane A. MaCauley
Director General

REPUBLIC OF LIBERIA

NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NPHIL)



QUARTERLY PROCUREMENT REPORT

FISCAL YEAR 2022

For the 1st, 2nd and 3rd Quarters (January –September)

Date of Submission: December 12, 2022

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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 consolidated Procurement Report for the last three Quarters (January-September) of the Fiscal year 2022 for your review and consideration.

During the period under review, the National Public Health Institute completed the implementation of twenty-one (21) contract packages. The twenty-one contract packages were processed as follow:

In the first quarter (January-March), seven (7) contract packages were completed. Out of the 7 total number of planned Contract Packages on our approved UNICEF procurement plan for the period under review. the below listed methods of procurement were utilized:

1. The Request for Quotation (RFQ) was used for the acquisition of four contract packages (Petroleum Products, Vehicle Rental services, Assorted WASH Materials and Scratch Cards)
- 2, Restricted Bidding (RB) was used for the acquisition of two contract packages (Rehabilitation of Water System and Rehabilitation of Incinerators and Latrines)
- 3, Fund for the Construction of Borehole was transferred to the Ministry of Public Works for implementation through MOU.

In the second quarter (April-June), out of the eight (8) contract packages, six (6) were initiated from the point of Invitation for Bids (IFB) or through Letters of Invitation (LOIs). Further procurement processes for those contract packages were completed in the third quarter. Out of the 6 total number of planned contract packages on our approved AFDB Project Procurement Plan subject to the Country System for the period under review, the below listed methods of procurement were utilized:

1. Restricted Bidding (RB) was launched for the acquisition of one contract package (Petroleum Products)
- 2, The National Competitive Bidding (NCB) was utilized for the acquisition of 5 contract packages (Printing and Binding services, Event Catering Services, Vehicle Rental Service, Vector Control Supplies and Stationery Supplies)

Out of the eight (8) contract packages, two (2) (Vehicle Supply and Motorbike supply) through Restricted Bidding (RB) were initiated and completed up to the award of contract in quarter two (2).

In the third quarter (July-September), twelve (12) contract packages were finalized up to the award and signing of contracts. Out of the 12 contract packages, six (6) contract packages initiated in quarter two as mentioned above, were finalized up to the

award and signing of contracts in this quarter. Additionally, the six (6) remaining contract packages were initiated and completed in the third quarter as follow:

1. The Request for Quotation (RFQ) was used for the acquisition of two contract packages (Scratch Cards and the procurement of First Aid Kits).
- 2, Restricted Bidding (RB) was used for the acquisition of three contract packages (Petroleum Products, Laboratory Consumables and Upgrading of Access Laterite Road
3. The National Competitive Bidding (NCB) was used for the Renovation of DOLF Project Building and the Construction of a Resident Quarter at the DOLF Project Site in Bong Mines.

2.0 Challenges

The major challenge faced during implementation for the quarters under review was the delay by Ministry of Public Works to have completed the construction of the Borehole.

3.0 Recommendations

It is recommended that MACs improve on their inter-governmental responsibility with each other in order to increase government overall efficiency and effectiveness in the running of the public bureaucracy.

Prepared by: _____

H. Mohammed Kiadii

PROCUREMENT DIRECTOR

Approved by: _____

Hon. Jane A. MaCauley

DIRECTOR GENERAL