



Office of the Managing Director



National Transit Authority

Ref. : 2<sup>nd</sup> Quarter Procurement Report FY2022

Date : October 17, 2022

Hon. Jargbe Roseline Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**  
Public Procurement & Concessions Commission  
Executive Mansion Grounds  
Capitol Hill  
Monrovia, Liberia

*Received:  
Theophilus Kollie  
October 20, 2022  
Time: 1:02 pm*

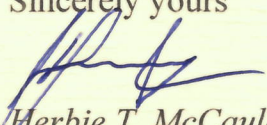
Dear *Madam Executive Director*:

The Procurement Committee of the *National Transit Authority (NTA)* herewith submits to your office its *2<sup>nd</sup> Quarter Procurement Report for Fiscal Year 2022*.

This report summarizes the procurement activities implemented at the *National Transit Authority (NTA)* for the *2<sup>nd</sup> Quarter (April 01, 2022 to June 30, 2022) Procurement Report for Fiscal Year 2022*.

Kind Regards

Sincerely yours

  
Herbie T. McCauley

*Managing Director/Head of Procurement Committee*

**REPUBLIC OF LIBERIA**

*NATIONAL TRANSIT AUTHORITY*

*JAPANESE FREEWAY, GARDNERSVILLE*

*MONROVIA, LIBERIA*



Quarterly Procurement Report

FISCAL YEAR, 2022

For the 2<sup>nd</sup> Quarter (APRIL-JUNE, 2022)

Date of Submission: October 17, 2022

## 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 *2<sup>nd</sup> Quarter, Fiscal Year 2022* for your review and consideration.

During the period under review, *National Transit Authority* has completed the implementation of *two (2) special project procurement packages* as approved by the PPCC for the period under review.

Thus far, a total of two contract packages was implemented through one (1) procurement method as follow: SBA-Procurement, Sole Source method (2).

## 2.0 Challenges

*Some challenges and constraints encountered during the course of the quarter while implementing planned procurement activities were undue influences from the Senior Management team. Additionally, Other Includes:*

- 1.Immobility to adequately execute planned procurement activities, which most of the time pose an impediment to the timely completion of assigned tasks;*
- 2.Incomplete/limited specifications from End-User departments; and*
- 3.Delay in getting allotments from the Ministry of Finance and Development Planning (MFDP) to implement timely planned Procurement activities.*

## 3.0 Recommendations

*It is hope that the SeniorManament Team will provide a **utility vehicle** to the Procurement Unit to promptly execute timely completion of planned procurement tasks.*

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## Annex A: Summary Table

<b>General Information</b>
<i>National Transit Authority</i>
Quarterly Procurement Report
2 <sup>nd</sup> Quarter, Fiscal Year 2022

**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 PCCC VR Status	Business Legal Owner	Business Beneficiary Owner	Date of Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1.	IFBNO: NTA/SS/002/2022	Furniture & Fixture	Sole Source	GOL	n/a	n/a	3	June 10, 2022	17,460.00	City Center	Valid	Ali Khazen	Ali Khazen	June 16, 2022	July 01, 2022	July 31, 2022	\$38,000
2.	IFBNO: NTA/SS/003/2022	Office Equipment	Sole Source	GOL	n/a	n/a	3	June 10, 2022	20,540.00	City Center	Valid	Ali Khazen	Ali Khazen	June 16, 2022	July 01, 2022	July 31, 2022	\$38,000

Date: 17.10.22

*Herbie T. McCauley*  
Managing Director/ Chairman PC

**Annex B: Copies of the quarterly actualized procurement plans**

*Here are copies of Approved Procurement Plans implemented during the quarter.*

**Annex C: Copies of notice of award**

*Here is the notice of intent to award contract submitted to PPCC in accordance with Section 31 of the PPCA during the 2<sup>nd</sup> quarter.*

**Annex D: Copies of signed contracts**

*Here attach is a copy of the contract signed during the 2<sup>nd</sup> quarter.*

**Annex E: Copy of PC quarterly meeting minutes endorsing the quarterly procurement report**

*Here attach is a copy of the minutes of the Procurement Committee (PC) meeting endorsing the quarterly procurement report.*