

August 7, 2023

Hon. Bodger Scott Johnson CHIEF EXECUTIVE OFFICER Public Procurement & Concessions Commission (PPCC) Executive Mansion Grounds Capitol Hill Monrovia, Liberia

Dear Hon. Johnson:

The National Water, Sanitation, and Hygiene Commission (NWASHC) presents compliments. In response to your communication received (August 3, 2023; ref: PPCC/RL/CEO/045/23), the Procurement Committee of the National Water, Sanitation and Hygiene Commission (NWASHC) herewith submits to your office its First Quarter (January – April) Procurement Report for Fiscal Year 2023.

In so doing, the Procurement Committee is pleased to informed you that during the first quarter of the 2023 Fiscal Year, the National Water, Sanitation and Hygiene Commission (NWASHC) didn't implement any of the its Procurement Packages due to the lack of funds from the Ministry Finance for goods and services.

We appreciate your Entity zest to ensure value for money and good governance through the execution of your statutory mandate. Is our hope to timely ahead to all reporting requirements in the next quarter of the 2023 fiscal year.

CHIEF EXECUTIVE OFFICER

Attached are supporting documents in line with require reporting format.

Sincerely yours.

Bobby Whitfield

CHIEF EXECUTIVE OFFICER (CEO)

Received: Theophilus Kollie Augus 15,223 Time 12:52ph



## NATIONAL WATER SANITATION and HYGIENE COMMISSION

# (NWASHC)



1st Floor, Old LibTelCo Building, 18th Street Sinkor, Monrovia-Liberia Tel: (+231) 778464659 / 777686398 - www.wash-liberia.org

### FIRST QUARTER PROCUREMENT COMMITTEE MINUTES

The Procurement Committee of the National Water Sanitation and Hygiene Commission (NWASHC) had their regular quarterly meeting (first quarter) as required by the Public Procurement Act of 2005 on August 7, 2023 in the office of the Executive Director, Hon. Salia O. Kamara.

The meeting was called to review and approved the Draft First Quarter Report. The Procurement Committee reviewed the report in line with its approved Procurement Plan. It was established that non of the packages were implemented due to the lack of funding for goods and services from the Ministry of Finance during this reporting period.

The committee also reminded the procurement unit to perform their duties on a timely basis and do the quarterly procurement reports at the end of the each quarter.

The meeting was brought to an end by the Chief Executive Officer, Hon. Bobby Whitfield with six persons in attendance, as listed below:

Hon. Bobby Whitfield, Procurement Committee Chair

Hon. Salia O. Kamara, Executive Director

Octavius J. Sampson, Director of Finance & Adm.

CHAIRMAN / CEO

Francis Snorton, Comptroller

John M. Gray , Human Resource Manager

Acting, Procurement Manager/ Secretary

# REPUBLIC OF LIBERIA

National, Water, Sanitation and Hygiene Commission (NWASHC)



Quarterly Procurement Report FY 2023

1<sup>st</sup> Quarter Report

Date of Submission: August 7, 2023

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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

### 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 the first quarter for your review and consideration.

During the period under review the National Water, Sanitation and Hygiene Commission (NWASHC) did not implement any of its procurement packages due to the lack of funds during this quarter under review.

### 2.0 Challenges

The National Water, Sanitation, and Hygiene Commission (NWASHC) faced a serious challenge with the lack of needed good and services on the basis of funding not provided during this reporting period.

### 3.0 Recommendations

We recommend that the Ministry of Finance see it necessary to provide funding for goods and services in the next quarter of this 2023 fiscal year.



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General Information	nformatio	on		
<b>National</b>	Water,	Sanitation,	æ	Hygiene
Commission (NWASHC)	on (NWAS	HC)		,
Quarterly Procurement Report	Procureme	ent Report		
First Quarter/ FY 2023	rter/ FY 2(	123		

# SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

ώ	2.	F	No.	
IFD NO. NWASHC/RFQ/003/20 23	IFD NO. NWASHC/RFQ/002/20 23	IFD NO. NWASHC/RFQ/001/20 23	Package Code	
Stationer y	Cleaning materials	Fuel- Generator	Contract Package Descripti on	
RFQ	RFQ	RFQ	Procu remen t Meth od	
GOL	GOL	GOL	Sourc e of Fundi ng	SPECIFI
N/A	N/A	N/A	Date of Date Adverti of sement/ Closi Bids Invitati Bids on Subn ssion	SPECIFIC INFORMATION
N/A	N/A	N/A	Date of Closin g of Bids Submi ssion	MATIO
N/A	N/A	N/A	Num ber of Bids Recei ved	4
N/A	N/A	N/A	Date of Trans missio n of Contra ct Award Notice by PC	
N/A	N/A	N/A	Actual Contra ct Value	
N/A	N/A	N/A	Name of Supplie r/Contr actor/C onsulta nt/Servi ce Provide r	
N/A	N/A	N/A	Supplier/ Contract or/Consu ltant/Ser vice Provider PPCC VR Status	
N/A	N/A	N/A	Business Legal Owner	
N/A	N/A	N/A	Business Beneficiar y Owner	
N/A	N/A	N/A	Dat e Con trac t Sig	
N/A	N/A	N/A	Date of Deliver y/Inspe ction	
N/A	N/A	N/A	Propose d Contract Complet ion Date	
N/A	N/A	N/A	Contract progress Status (Amount Paid)	
Fun was pro	Fun was pro	Fun was pro	Re	

4 5. IFD NO. NWASHC/RFQ/004/20 23 IFD NO. NWASHC/SBA/SS/001 /2023 Internet Provider Services Repairs & RFQ Maintenan Generator RFQ GOL GOL N/A pro Wa Fur prc w<sub>a</sub> Fur

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Prepared by: \_

Acting Procurement Manager Sam Gbafore

Date: August 7, 2023 Approved by:

Hon Bobby Whitfield CFO/ Chairman PC

CHIEF EXECUTIVE OFFICER CHAIRMAN / CEO

Date:



# NATIONAL WATER SANITATION and HYGIENE COMMISSION



1st Floor, Old LibTelCo Building, 18th Street Sinkor, Monrovia-Liberia Tel: (+231) 778464659 / 777686398 - www.wash-liberia.org

August 7, 2023

Hon. Bodger Scott Johnson CHIEF EXECUTIVE OFFICER Public Procurement & Concessions Commission (PPCC) Executive Mansion Grounds Capitol Hill Monrovia, Liberia

Dear Hon. Johnson:

The National Water, Sanitation, and Hygiene Commission (NWASHC) presents compliments. In response to your communication received (August 3, 2023; ref: PPCC/RL/CEO/045/23), the Procurement Committee of the National Water, Sanitation and Hygiene Commission (NWASHC) herewith submits to your office its Second Quarter (April– June) Procurement Report for Fiscal Year 2023.

In so doing, the Procurement Committee is pleased to informed you that during the first quarter of the 2023 Fiscal Year, the National Water, Sanitation and Hygiene Commission (NWASHC) didn't implement any of the its Procurement Packages due to the lack of funds from the Ministry Finance for goods and services.

We appreciate your Entity zest to ensure value for money and good governance through the execution of your statutory mandate. Is our hope to timely ahead to all reporting requirements in the next quarter of the 2023 fiscal year.

EXECUTIVE OFFICER

CHAIRMAN / CEO

Attached are supporting documents in line with require reporting format.

Sincerely yours.

Bobby Whitfield

CHIEF EXECUTIVE OFFICER (CEO)

Received: Theophilms Hollie Hugue 15/227 Time: 12:52 pm



# NATIONAL WATER SANITATION and HYGIENE COMMISSION

# (NWASHC)



1st Floor, Old LibTelCo Building, 18th Street Sinkor, Monrovia-Liberia Tel: (+231) 778464659 / 777686398 - www.wash-liberia.org

## **QUARTER PROCUREMENT COMMITTEE MINUTES**

The Procurement Committee of the National Water Sanitation and Hygiene Commission (NWASHC) had their regular quarterly meeting (second quarter) as required by the Public Procurement Act of 2005 on August 7, 2023 in the office of the Executive Director, Hon. Salia O. Kamara.

The meeting was called to review and approved the Draft Quarter Report. The Procurement Committee reviewed the report in line with its approved Procurement Plan. It was established that non of the packages were implemented due to the lack of funding for goods and services from the Ministry of Finance during this reporting period.

The committee also reminded the procurement unit to perform their duties on a timely basis and do the quarterly procurement reports at the end of the each quarter.

The meeting was brought to an end by the Chief Executive Officer, Hon. Bobby Whitfield with six persons in attendance, as listed below:

Hon. Bobby Whitfield, Procurement Committee Chair
Hon. Salia O. Kamara, Executive Director
Octavius J. Sampson, Director of Finance & Adm.  CHEF EXECUTIVE OFFICER  CHAIRMAN / CEO
Francis Snorton, Comptroller
John M. Gray , Human Resource Manager
Acting, Procurement Manager/ Secretary

# REPUBLIC OF LIBERIA

National, Water, Sanitation and Hygiene Commission (NWASHC)



Quarterly Procurement Report FY 2023

2nd Quarter Report

Date of Submission: August 7, 2023

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

### 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 the second quarter for your review and consideration.

During the period under review the National Water, Sanitation and Hygiene Commission (NWASHC) did not implement any of its procurement packages due to the lack of funds during this quarter under review.

### 2.0 Challenges

The National Water, Sanitation, and Hygiene Commission (NWASHC) faced a serious challenge with the lack of needed good and services on the basis of funding not provided during this reporting period.

### 3.0 Recommendations

We recommend that the Ministry of Finance see it necessary to provide funding for goods and services in the next quarter of this 2023 fiscal year.



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General Information

National Water, Sanitation, & Hygiene
Commission (NWASHC)

Quarterly Procurement Report

Second Quarter/ FY 2023

# SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

			SPEC	SPECIFIC INFORMATION	ORMATIO	N												
No.	Package Code	Contract	Procurement	Source	Date of	Date	Numb	Date of	Actua	Name	Supplie	Busin	Busine	Date	Date	Proposed	Contract	Re
		Package	Method	of	Adverti	of	er of	Transmi	_	of	r/	ess	SS	Contract	of	Contract	progress	
		Description		Funding	sement/	Closi	Bids		Contr	Supplie	Contrac	Legal	Benefi	Signed	Delive	Completio	Status	
					Bids	ng of	Recei	Contract	act	r/Contr	tor/Con	Owne	ciary		ry/Ins	n Date	(Amount	
					Invitati	Bids	ved	Award	Value	actor/C	sultant/	r	Owner		pectio		Paid)	
					on	Sub		Notice		onsulta	Service				n ·		,	
						missi		by PC		nt/Serv	Provide							
						on				ice	r PPCC							
1										Provid	VR							
										er	Status							
																	- A	
	IFD NO. NWASHC/RFQ/001/2023	Fuel- Generator	RFQ	GOL	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Fur was
2.	IFD NO. NWASHC/RFO/002/2023	Cleaning	RFQ	GOL	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Fur
		materials																pro
υ.	IFD NO. NWASHC/RFQ/003/2023	Stationery	RFQ	GOL	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Fur
																		prc

	5.		4
	IFD NO. NWASHC/SBA/SS/001/202 3	NWASHC/RFQ/004/2023	IFD NO.
Services	Internet Provider	Maintenance Generator	Repairs & RFQ
	RFQ		RFQ
	GOL		GOL
	N/A		N/A
	N/A	3	N/A N/A
	N/A	3	N/A
	N/A	3	N/A
	N/A	3	N/A
	N/A	3/2	N/A
	N/A		N/A
	N/A		N/A
	N/A	3	N/N
	N/A	2	N/N
	N/A	2	
	N/A	3	N/N
	N/A	3	N/N
prov	Fun <sub>1</sub>	was	Fun

Prepared by: \_

Sam Gbafore
Acting Procurement Manager

Date: August 7, 2023 Approved by:

Hon. Bobby Whitfield CEO/ Chairman PC

CHIEF EXECUTIVE OFFICER
CHAIRMAN / CEO

Date: