

**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**  
**CAPITOL HILL, MONROVIA, LIBERIA**

**UP-DATE ON THE PPCC PROCESS**

September 30, 2006

**The Procurement Process**

For the period July 1, 2006 through September 30, 2006, the Public Procurement & Concessions Commission (PPCC) has successfully undertaken the following functions:

1. A follow-up audit on the Project Coordinating Unit (PCU) balance funds was conducted by Pannell Kerr Forster;
2. Commissioned Wegee Consultancy to prepare a Standard Operating Procedures Manual (SOP) delineating the functions of the Secretariat from the Commissioners to be completed by October 15, 2006;
3. Created the PPCC Website at: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) and published basic information on the PPCC;
4. Recruited three (3) Procurement Specialists (1 each for administration, training and compliance monitoring). The Training Specialist started work on September 18, 2006, while the other two (1 each from Ghana and Nigeria) will get on board on October 15, 2006;
5. Monitored twenty-seven (27) procuring and concession entities for compliance with the Public Procurement & Concessions Act (PPCA) and found out the following:
  - a. Established Procurement Committees 25
  - b. Established Procurement Units 22
  - c. Prepared Procurement Plans 9

During this period, fourteen (14) entities visited the Commission for clarification and guidance in how to prepare some basic procurement documents such as:

1. Invitation to bid
2. Procurement Plans
3. Standard bidding documents for goods and services
4. Standard Contract Format

Other activities undertaken include:

1. Developed a framework for the **Margin of Preference (MOP)** for Liberian owned businesses in collaboration with the relevant entities of Government and the private sector;
2. Prepared the **Terms of Reference (TOR)** for the 7-man Independent Complaints, Appeals and Review Panel (ICARP);
3. Commenced the process with the Ministry of Lands, Mines and Energy for developing the framework for the procedures and regulations for prospecting and reconnaissance.

### **The Concession Process**

Consistent with its procedures, the PPCC undertook the following in the concessions process:

1. Sent letters to the Forestry Development Authority, the National Investment Commission and the Ministry of Planning and Economic Affairs to trigger the formation of the Inter-Ministerial Concessions Committee (IMCC), declaration of concessions and the issuance of Certificates of Concessions;
2. Received and forwarded to the GEMAP-TT reports of Nick TC-Scan and BIVAC along with a Memorandum on the Oil/Gas Production Sharing Contracts (PSC) of Oranto and Broadway blocks # 11 thru 13 from the CCRC for inputs and on-ward submission to the EGSC for approval and appropriate actions;
3. Based on the advice of the Oil/Gas Legal Expert from the CCRC, submitted a copy of the Memo on the Oil/Gas PSC to NOCAL for reaction and to the President for information as related contracts were at the time, being ratified by the Legislature;
4. Continue the process of recruiting personnel for the CCRC in keeping with its work schedule; the recruitment of the second International Lawyer is complete and he will be arriving in the country on Sunday, October 7, 2006 to begin a thirty (30) days assignment with the CCRC; the recruitment of the Special Natural Rubber Expert is in process, expressions of interest received from two applicants (USA and France) were evaluated;
5. Hold regular weekly meetings of the CCRC on Fridays and the PPCC on Tuesdays to review progress, determine issues and resolve same.

Details of the Contracts and Concessions Review Process are contained in the CCRC Progress Report.