

## **AUDITOR GENERAL'S REPORT**



ON THE FINANCIAL STATEMENTS AUDIT OF THE PUBLIC PROCUREMENT AND CONCESSIONS COMMISSION (PPCC)

FOR THE PERIOD ENDED JUNE 30, 2019

**December 2022** 

P. Garswa Jackson Sr. FCCA, CFIP, CFC Auditor General, R.L.

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## **ACRONYMS USED**

Acronyms/Abbreviations/Symbol	Meaning
A/C#	Account Number
FCCA	Fellow of Certified Chartered Accountant
AG	Auditor General
CBL	Central Bank of Liberia
CFC	Certified Financial Consultant
CFIP	Certified Forensic Investigation Professional
COSO	Committee of Sponsoring Organizations
CSA	Civil Service Agency
FY	Fiscal Year
GAC	General Auditing Commission
GL	General Ledger
GoL	Government of Liberia
GSA	General Service Agency
INTOSAI	International Organization of Supreme Audit Institution
ISSAI	International Standards of Supreme Audit Institution
IT	Information Technology
LRA	Liberia Revenue Authority
LRD	Liberian Dollars
NCB	National Competitive Bidding
PFM Act	Public Finance Management Act
PPC Act	Public Procurement Concession Act
PPCC	Public Procurement and Concession Commission
RFQ	Request for Quotation
RL	Republic of Liberia
ToR	Term of Reference
USD	United States Dollars



### **Republic of Liberia**



TRANSMITTAL LETTER

## THE HONORABLE SPEAKER OF THE HOUSE OF REPRESENTATIVES AND THE HONORABLE PRESIDENT PRO- TEMPORE OF THE LIBERIAN SENATE

We have undertaken a Financial Audit of the Public Procurement and Concessions Commission for the Period Ended June 30, 2019. The audit was conducted in line with Section 2.1.3 of the General Auditing Commission (GAC) Act of 2014.

Findings conveyed in this report were formally communicated to the authorities of PPCC for their responses. The reportable issues were submitted through a Management Letter. Where responses were provided, they were evaluated and were incorporated in this report.

Given the significance of the matters raised in this report, we urge the Honourable Speaker and Members of the House of Representatives and the Honourable Pro-Tempore and Members of the Liberia Senate to consider the implementation of the recommendations conveyed in this report with urgency.

> P. Garswa Jackson FCCA, CFIP, CFC Auditor General, R.L

Monrovia, Liberia September 2023



Auditor General's Report On the Financial Statements Audit of The Public Procurement and Concessions Commission (PPCC) For The Period Ended June 30, 2019

September 21, 2023

Hon. Bodger Scott Johnson

**Chief Executive Officer (CEO)** 

Public Procurement and Concessions Commission (PPCC) Executive Mansion Ground, Capitol Hill Monrovia, Liberia

Dear Hon. Johnson:

# RE: AUDITOR GENERAL'S REPORT ON THE FINANCAL STATEMENT AUDIT OF THE PUBLIC PROCUREMENT AND CONCESSIONS COMMISSION (PPCC)

#### **Unqualified Opinion**

We have audited the accompanying financial statements of the Public Procurement and Concessions Commission (PPCC) as at June 30, 2019 which comprises the Statement of Receipts and Payments, Statement of Comparison of Budget and Actual Amounts and a summary of other Accounting Policies and Explanatory Notes.

In our opinion, the accompanying financial statements of the Public Procurement and Concessions Commission (PPCC) present fairly, in all material respects, the Statement of Receipts and Payments as at June 30, 2019, Statement of Comparison of Budget and Actual Amounts and a summary of other accounting policies and other explanatory notes for the fiscal period then ended in accordance with International Public Sector Accounting Standards (IPSAS) Cash Basis of Accounting.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards of Supreme Audit Institutions (ISSAIs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements Section of our report. We are independent of the entity in accordance with the Code of Ethics for Supreme Audit Institutions together with the ethical requirements that are relevant to our audit of the financial statements. We have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Management's Responsibility**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IPSAS Cash Basis, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing its ability to continue as a going concern, disclosing, as applicable,



Auditor General's Report On the Financial Statements Audit of The Public Procurement and Concessions Commission (PPCC) For The Period Ended June 30, 2019

matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

The Management is responsible for overseeing the Entity's financial reporting process.

## **Auditor's Responsibility**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

P. Garswa Jackson FCCA, CFIP, CFC Auditor General, R.L.

**Monrovia, Liberia** September 2023



#### STATEMENT OF RESPONSIBILITIES

The Financial Statements as set out on pages 8 to 18 have been prepared in accordance with the provisions of the Public Financial Management Act of 2009 and in compliance with the Cash Basis International Public Sector Accounting Standards (Cash IPSAS), adopted by the Government of Liberia.

In accordance with the provisions of the Public Financial Management (PFM) Act of 2009, I am responsible for the control of and accounting for public funds received, held, and expended for and on behalf of the Public Procurement and Concessions Commission.

Under the provisions of the same Act, I am required to prepare unaudited Final Account of the Public Procurement and Concessions Commission to be submitted to the Auditor General of the Republic of Liberia, at the end of the Year to which it relates. However, I have delegated the preparation of the unaudited Final Account to the Comptroller for my transmittal to the Auditor General, as provided in the attendant Regulations of the Public Financial Management Act of 2009. Accordingly, please note that having taken the mantle of leadership at the Public Procurement and Concessions Commission commencing, April 5, 2019, I am pleased to submit the required financial year end Account of the Public Procurement and Concessions Commission in compliance with the PFM Act and its attendant Regulations. I have provided, and will continue to provide, all the information and explanations as may be required in connection with the financial statements presented therein.

In preparing these Financial Statements, the most appropriate accounting policies have been consistently applied and supported by reasonable and prudent judgment and estimates. To the best of my knowledge and belief, these Financial Statements agree with the books of accounts, which have been properly kept.

I accept responsibility for the integrity of these financial statements, the financial information they contain and their compliance with the provisions of the Public Financial Management (PFM) Act of 2009.

Atty. Jargue Roseine Nagbe-Kowo
CHIEF EXECUTIVE OFFICER

**Public Procurement and Concessions Commission** 

September 30, 2019

**Date** 



#### REPORT OF THE COMPTROLLER

#### 1 Introduction

This Report provides commentary and analysis of the cash receipts and payments, as well as financial performance of the *Public Procurement and Concessions Commission* for the Financial Year ended 30<sup>th</sup> June 2019.

#### 2 The FY2018/19 Approved Budget

At the onset of the fiscal period FY2018/19, the National Legislature appropriated a total of US\$1,172,512.00 but it was subdivided into quarters in accordance with the cash and spending plans.

#### 3 Summary

### 4 Authorised Appropriation/Allocations

The total allotments received from the Ministry of Finance and Development Planning (MFDP) for the Financial Year ended 2018/19 amounted to US\$1,147,614.99 as compared to total allotment received in the amount of US\$784,718.38 in the previous FY2017/18. However, actual cash received from the Ministry of Finance and Development Planning amounted to US\$840,341.36; of this amount, compensation of employees was US\$806,084.36 while Goods and Services was US\$34,257.00.

### 5 Expenditure – Operational Fund

The total amount of US\$890,828.02 which is inclusive of extra expenditure of US\$50,486.66 was expended in FY 2018/19 as compared to US\$876,045.33 in FY 2017/18 for operating activities. The extra expenditure in the amount of US\$ 50,486.66 was absorbed by the beginning cash balance of US\$ 16,701.05 and grant transfer made from World Bank Project of US\$ 46,067.79 (See note) leaving a positive balance of US\$ 9,539.13.

#### a. Employee benefits

Compensation of Employees amounted to US\$806,084.36 for the FY 2018/19 whereas FY 2017/18 employee's compensation was US\$788,921.96.

#### b. Goods and Services

Goods and Services expenditure for the FY2018/19 was US\$84,743.66 whereas the FY2017/18 was US\$87,123.37.

#### c. Purchase of Capital Items

There was no capital expenditure during the FY2018/19 and previous fiscal year.

#### d. Outstanding Commitments

There was no outstanding commitment at the end of FY 2018/19.



pt. 80, 2019

#### e. Cash Balances

The cash balance, as indicated on page 17, reflects US\$9,539.13 as at 30th June 2018/19. The cash balance includes cash held at banks and on hand in the form of Petty Cash.

#### 6 Conclusion

The Public Procurement & Concessions Commission (PPCC) is committed to transparency and prudent financial management, ensuring that necessary cost savings and expenditure control measures are in place to enhance its cash management.

The Financial Statements for the financial year ended 30th June 2019 should be read in conjunction with the underlying notes and supplementary disclosures for better understanding and interpretation.

Stevenson S. Yond Comptroller

Date

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019			FOR THE YEAR ENDED 30TH JUNE 2018			
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	
		US \$'000	US \$'000	US \$'000	US \$'000	US \$'000	US \$'000	
OPERATIONAL FUND								
RECEIPTS								
Authorized Allocation/Appropriation	4	840,341.36	-		784,718.38	-		
Other Receipts	5	-			-			
External Assistance:	6							
Grants from Multilateral Agencies Grants from Bilateral & Other Agencies Borrowings from Multilateral Agencies		46,067.79 - -		124,563.80	-		123,950.00	

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019			FOR THE YEAR ENDED 30TH JUNE 2018			
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	
Borrowings from Bilateral Agencies		-			-			
Other Grants and Aid		-		-	-			
Other Borrowings					<u> </u>			
Total Receipts - Operational Fund		886,409.15		124,563.80	784,718.38		123,950.00	
PAYMENTS								
Operations:								
Wages, Salaries and Employee Benefits Supplies and	7	806,084.36	-		788,921.96			
Consumables	8	84,743.66	-	0.00	87,123.37	-		

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

			· - · · · · · - · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·			
FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019			FOR THE Y	EAR ENDED 30TH	JUNE 2018
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES
TRANSFERS:	9						
Grants				124,563.80	-		123,950.00
Other transfer payments		-			-		
CAPITAL EXPENDITURES: Purchase/Construction of Property, plant and Equipment Purchase of Financial Instruments	10	-		-	- - -		-
Total Payments - Operational Fund		890,828.02		124,563.80	876,045.33		123,950.00

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

RECEIPTS BY TYPE AND PAYMENTS CLASSIFICATION BY NATURE

FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019			FOR THE YEAR ENDED 30TH JUNE 2018			
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	
Increase/Decrease in						-		
Cash		(4,418.87)		<u> </u>	(91,326.95)			
Cash at the beginning of			<del></del> -	_		<del></del>		
the year		16,701.05			108,028.00			
Net change in cash			-					
(receipts less payments)		12,282.18		-		-	-	
Foreign currency								
translation difference		(2,743.05)	<u> </u>	<u> </u>	<u> </u>		<u> </u>	
Cash at the End of the								
year - Operational								
Fund		9,539.13			16,701.05	<u> </u>		
		_	=	_	_	_	_	

CAPITAL
DEVELOPMENT
FUNDS (DONOR
FINANCED
PROJECTS)
RECEIPTS

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019			FOR THE YEAR ENDED 30TH JUNE 2018			
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	
External Assistance:	11							
Grants		-			-			
Loans		-			-			
Total Receipts - Capital Development Funds		-	-	-	-	-	-	
PAYMENTS								
Operations:	12							
Wages, Salaries and Employee Benefits Supplies and Consumables		-			-			

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019 RECEIPTS/ PAYMENTS			FOR THE YEAR ENDED 30TH JUNE 2018			
		PAYMENTS CONTROLL ED BY ENTITY	BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	
TRANSFERS:	13							
Grants		-			-			
Other transfer payments								
CAPITAL EXPENDITURES: Purchase/Construction of Property, plant and Equipment Purchase of Financial Instruments	14	-		- -	- - -		_	

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

FUND/ACCOUNTS DESCRIPTION	NOTES		EAR ENDED 30	TH JUNE 2019	FOR THE YEAR ENDED 30TH JUNE 2018			
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	
Total Payments -								
Capital Development Funds			-	-		-	-	
Increase/Decrease in								
Cash Cash at the beginning of		Ξ	Ξ	Ξ	Ξ	Ξ	Ξ	
the year  Net change in cash  (receipts less payments)		-	-	-	_	-	-	
Foreign currency translation difference		-	_	_	_	-	_	
Cash at the End of the year - Capital Development Funds		_	_	_	_	_	_	
•		-	-	-	-	-	-	
Cash at the Beginning of the Year - All Funds	15	16,701.05	-	-	108,028.00	-	-	

(ALL PUBLIC FUNDS)

## FOR THE YEAR ENDED 30th JUNE 2019 (FY2018/19)

FUND/ACCOUNTS DESCRIPTION	NOTES	FOR THE YEAR ENDED 30TH JUNE 2019			FOR THE YEAR ENDED 30TH JUNE 2018			
		RECEIPTS/ PAYMENTS CONTROLL ED BY ENTITY	PAYMENTS BY OTHER GOVERNME NT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	RECEIPTS/ PAYMENTS CONTROLLED BY ENTITY	PAYMENTS BY OTHER GOVERNMENT ENTITIES	PAYMENTS BY EXTERNAL PARTIES	_
Cash at the End of the Year - All Funds	15	9,539.13	-	-	16,701.05	-	-	-

## STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNT (OPERATIONAL FUND) FOR THE YEAR ENDED 30TH June 2019

- RECEIPTS BY TYPE AND PAYMENTS CLASSIFICATION BY NATURE

## - Budget Approved on the Cash Basis

## For the Quarter Ended 30st June 2019 (FY2018/19)

FY2017/18

ACCOUNT TITLE/DESCR IPTION	Actual Amounts	Final Budget	Orig	inal Budget	Difference: Final Budget and Actual	Percentage Variance	Actual Amounts
	US \$'000	US \$'000	US \$'000		US \$'000	%	US \$'000
CASH INFLOWS Authorized Allocation/Appr opriation PCU Fund balance Borrowings	840,341.36 46,067.79	1,172,512.00		1,172,512.00	332,170.64 46,067.79	28%	784,718.38 123,950.00
Other receipts	-	-		-	-		-
Total Cash Receipts	886,409.15	1,172,512.00	_	1,172,512.00	286,102.85	24%	908,668.38

CASH OUTFLOWS

## STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNT (OPERATIONAL FUND) FOR THE YEAR ENDED 30TH June 2019

- RECEIPTS BY TYPE AND PAYMENTS CLASSIFICATION BY NATURE

## - Budget Approved on the Cash Basis

Wages, Salaries and Other						
Employee Benefits Goods and	806,084.36	1,094,892.00	1,094,892.00	288,807.64	26%	788,921.96
Services						
Consumed	84,743.66	77,620.00	77,620.00	(7,123.66)	-9%	87,123.37
Capital						
Expenditure Transfers to				-	-	-
other						
Government						
Units	-	-	-	-	-	-
Other Payments	-	-	-	-	_	-
Total Cash			<del>-</del>	_	-	
Payments	890,828.02	1,172,512.00	1,172,512.00	281,683.98	24%	876,045.33
NET CASH FLOW - OPERATIONA L FUND	(4,418.87)	_		_	_	32,623.05
LIGHD	(4,410.07)					32,023.03

Auditor General's Report On the Financial Statements Audit of The Public Procurement and Concessions Commission (PPCC) For The Period Ended June 30, 2019

## Explanation of Percentage Variance

Actual cash received fell short of the final budget by US \$332,170.64 which constitutes 28%. This variance covers employees' compensation and goods and services not received.

The actual expenditure for goods and services for the FY 2018/19 amounted to US\$84,743.66. Of this amount, US\$34,257.00 was received from the Ministry of Finance and Development Planning while US\$46,067.79 was made from balance brought forward from Project Coordination Unit-World Bank for PPCC support.



(DONOR FINANCED PROJECTS)

## STATEMENT OF CASH POSITION (ALL PUBLIC FUNDS) **AS AT 30th June 2019**

		Notes	As at 30th June 2019	As at 30th June 2018	Change in Cash Balances
Cash/Bank Account Details	Currency Held In	15	US \$'000	US \$'000	US \$'000
GENERAL FUND	-				
Petty Cash or Imprest			_	_	<u>-</u>
Petty Cash A/c 1					
Total held in petty cash:			-	-	-
Bank Accounts			_	_	<del>-</del>
322102L-PPCC CBL LRD Account	Liberian Dollars		62.35	90.83	(28.48)
322103L PPCC Ecobank LRD	Liberian Dollars		749.64	8,784.58	(8,034.94)
322107L PPCC Ecobank LRD Account	Liberian Dollars		1,630.54	-	1,630.54
322102U PPCC CBL USD	United States Dollars		78.13	82.13	(4.00)
322103U PPCC Ecobank USD	United States Dollars		4,940.53	7,743.51	(2,802.98)
322106U PPCC Ecobank USD	United States Dollars		2,077.94	-	2,077.94
Total held in Bank Accounts:			9,539.13	16,701.05	(7,161.92)
Total Cash and Bank Balances at the				_	
end of the period (Operational Fund):			9,539.13	16,701.05	(7,161.92)
CAPITAL DEVELOPMENT FUNDS		21			

Auditor General's Report On the Financial Statements Audit of The Public Procurement and Concessions Commission (PPCC) For The Period Ended June 30, 2019

Petty Cash or Imprest		-	
Petty Cash A/c 1			
Petty Cash A/c 2			
Total held in petty cash:	-	-	-
Bank Accounts		<del>-</del>	
Project 1 Bank AC			
Project 2 Bank AC			
Total held in Bank Accounts:	-	-	-
TOTAL CASH AND BANK BALANCES - ALL PUBLIC FUNDS	9,539.13	16,701.05	(7,161.92)

Explanation of Bank Balances

The Bank balance of US\$1,630.54 in the Basic Salary Account of the Commission as at June 30, 2019 represents the amount withheld from staff salaries for group insurance while the balance of US\$2,077.94 is for bank charges.

## NOTES OF EXPLANATIONS AND ELABORATION RELATING TO THE FINANCIAL **STATEMENTS**

The numbered notes that follow relate directly to the content of the Financial Statements above and are numbered accordingly.

#### 1 General Information – Reporting Entity

The financial statements are for the Public Procurement and Concessions Commission, a public sector entity of the Government of Liberia. The financial statements encompass the reporting entity as specified in the Public Procurement and Concessions Commission Act (PPCA) of 2005, Amended and Restated in 2010. The Public Procurement and Concessions Commission has the oversight responsibility for all Public Procurement and Concessions in accordance with the PPCA of 2010. The object of the PPCC, in according with the PPCA of 2010, is to ensure the economic and efficient use of public funds in public procurement and to ensure that public procurement and Concession processes are conducted in a fair, transparent and non-discriminatory manner.

The Financial Statements presented above reflect the Cash Receipts and Payments of the Public Procurement and Concessions Commission for the Financial Year ended 30th June 2018 on the basis of money received by, held in or paid out by the Public Procurement and Concessions Commission (PPCC) during the year under review. The Entity controls its own bank accounts. Allotments and other receipts are deposited into its bank accounts, from which cash expenditure is administered upon presentation of appropriate documentation and authorisation. Information to be provided on Donor Funded Projects included in the Financial Statements. The principal address of the PPCC is Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia. Website: <a href="www.ppcc.gov.lr">www.ppcc.gov.lr</a>, Email: info@ppcc.gov.lr

#### 2 Accounting Policies

These are the specific principles, basis, conventions, rules and practices adopted by the Public Procurement and Concessions Commission (PPCC) of the Government of the Republic of Liberia in preparing and presenting the financial statements. The principal accounting policies adopted in the preparation of the financial statements therein are set out below.

#### (a) Basis of preparation

These financial statements have been prepared in accordance with the requirements of the Public Financial Management Act, 2009 and comply with the Cash Basis

International Public Sector Accounting Standard (Cash Basis IPSAS): Financial Reporting under the Cash Basis of Accounting. The measurement basis applied is the historical cost basis, except where otherwise stated in the accounting policies below. The accounting policies adopted have been consistently used throughout.



## (b) Reporting currency and translation of foreign currencies

## (i) Functional and presentation (or reporting) currency

The Republic of Liberia operates a dual currency regime comprising the Liberian Dollar (LD) and the United States Dollar (US \$) both of which are legal tenders. The attendant Financial Regulations to the PFM Act of 2009 states that:

"The monetary unit of Liberia for all government agency accounting and financial reporting shall be the Liberian Dollar. The United States Dollars may also be used for financial reporting purposes, but the Liberian Dollar is the base currency."

Hence, for the purpose of the Financial Statements being submitted, the United States Dollar is used as the reporting currency, which is permitted under the attendant Financial Regulations to the PFM Act of 2009 and adopted by the Government of Liberia as its reporting currency.

### (ii) Translation of transactions in foreign currency

Foreign currency transactions and transactions in Liberian Dollar and other foreign currencies are translated into United States Dollar using the exchange rates prevailing at the dates of the transactions. Closing monetary balances are translated into the reporting currency using the closing rates. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the statement of Cash Receipts and Payment.

The exchange rate for the Financial Year ended June 30, 2019 is 190.72 Liberian Dollar to 1 United States dollars.

#### (c) Reporting Period

The reporting period for these financial statements is FY 2018/19, which runs from July 1, 2018 to June 30, 2019.

#### (d) Payments by Third Parties

These include payments made on behalf of the Commission by other entities and that did not go through the accounting system of the Commission. There was third party payment during the reporting Year from UNDP under the STAOP Project in the amount of US\$124.563.80

#### (e) Receipts

Receipts represent cash received by the Public Procurement & Concession s Commission (PPCC) during the year, comprising Authorised budgetary allotments, Grants and other receipts. Receipts are recognized as follows:



### (i) Authorized Allotments

Authorized Allotments are recognized when they are received and placed under the control of the Public Procurement and Concessions Commission (PPCC).

#### (ii) Grants

Grants are recognized when received. Similarly, grants/transfers to other entities of Government are recognized when disbursement is made.

## (iii) Other Receipts

Other Receipts may comprise fees/charges collected and proceeds from sales of designated services by the *Public Procurement and Concessions Commission*. Where there exist, Sales of services are recognized in the period in which the payment for the service is received and not necessarily when the service is rendered. Also, other Receipts, whether directly collected by the *Public Procurement and Concessions Commission* or collected by another entity on its behalf is recognized whenever received and under its control.

### (f) Expenses

In general, all expenses are recognised in the statement of Cash Receipts and Payments when paid for, rather than when they are due.

#### (g) Property, Plant and Equipment (physical assets or fixed assets)

Property, plant and equipment principally comprise plant, vehicles, equipment, and any other capital assets controlled by the Public Procurement and Concessions Commission.

Under the Government's cash basis of accounting, purchases of property, plant and equipment are expensed fully in the year of purchase. However, a memorandum record is maintained in the Fixed Assets Register at historical cost for all non-current assets of the *Public Procurement and Concessions* Commission. Unrealized gains or losses arising from changes in the values of property, plant and equipment are not recognized in the financial statements. Proceeds from disposal of property, plant and equipment are recognized when collected, as other receipt in the period in which it is received.

#### (h)Inventories

Consumable supplies are expensed in the period in which they are paid for.

#### (i) Employee benefits

Employee benefits include Basic Salaries, General allowances for general staff and Honorarium for Commissioners and Complaints, Appeals and review Panel (CARP) members. Employee benefits are recognized when they are paid. No provision is made for accrued leave or reimbursable duty allowances.



### (j) Contingencies

Contingent liabilities will be reported as memorandum to the Financial Statements (Where they exist) when the contingency becomes evident. Under the cash accounting method, they are recognized only when the contingent event occurs and payment is made. Contingent assets are not recognized but will be disclosed where possible.

### (k) Commitments and Guarantees

Outstanding commitment arising from non-cancellable contractual or statutory obligation as well as Guarantees issued by the Commission will be reported in the Notes to the Financial Statements, where they exist.

#### 3 Authorization Date

The financial statements were authorized for issue on 30th June 2019 by Atty. Jargbe Roseline Nagbe-Kowo, Executive Director/Chief Executive Officer (CEO) of the Public Procurement and Concessions Commission (PPCC).

### 4 Authorised Allocations/Appropriation

The total amount of Authorised Allocations received for the Financial Year ended June 30, 2019 was US\$840,341.36 and (US\$784,718.38 - FY2017/18). The original budget was approved by the National Legislature and signed into law by the President of the Republic of Liberia.

The comparative analysis of Estimated and Actual Receipts for the year ended June 30, 2019 is presented below:

NOTE4 - COMPARATIVE A	ANALYSIS OF ESTI		UAL AUTHORISED th June 2019	ALLOCATIONS REC	CEIVED FOR THE (	QUARTER ENDED
	Actual	Final Budget	Original Budget	Difference: Final Budget and Actual Percentage Variance		Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Employee Compensation	806,084.36	1,094,892.00	1,094,892	288,807.64	26%	788,921.96
Goods and Services	84,743.66	77,620.00	77,620.00	(7,123.66)	-9.18%	87,123.37
Capital Expenditure				-	-	
TOTAL RECEIPTS	890,828.02	1,172,512.00	1,172,512.00	281,683.98	24%	876,045.33

#### **Explanation of Percentage Variance**

The variance for employees' compensation of US\$288,807.64 which is 26% was the balance left in appropriation. The Payroll of the Commission is processed based on actual payroll count.

The variance between actual expenditure and final budget for Goods and Services of (US\$7,123.66) which constitutes (9.18%) indicates that actual expenditure made was more than the final budget for



The actual expenditure for goods and services for the FY 2018/19 amounted to US\$84,743.66. Of this amount, US\$34,257.00 was received from the Ministry of Finance and development planning while US\$46,067.79 was given as support to PPCC in 2006 by the World Bank for goods and Services through the Project Coordination Unit-World Bank grant.

### **Other Receipts**

There were no Other Receipts for FY2017/18 as represents receipts from Dividends, Rent, Other Property Income, Administrative Fees & Licences, and Fines, Penalties & Forfeits, as presented in the table below:

	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Dividends				-	-	
Rent				-	-	
Other Property Income				-	-	
Administrative Fees and Licenses				-	-	
Fines, Penalties and Forfeits				-	-	
Miscellaneous receipts				-	-	
TOTAL OTHER RECEIPTS	_	_	_	-	_	

#### **6 External Assistance**

There was External Assistance received as Grants for FY2018/19 from UNDP in the amount of US\$124,563.80.



NOTE 6-`COMPARATIVE ANALYSIS OF EXTI	ERNAL ASSIST	ANCE RECEIV	ED DURING T	HE YEAR END	ED 30TH JUNI	E2019
Account Title	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
Grants - Foreign Governments (Current)				-	-	
Grants - Foreign Governments (Capital)				-	-	
Grants – International Organisations (Current)	124,563.80	-		-	-	123,950.00
Grants – International Organisations (Capital)				-	-	
Multi-laterals Loans				-	<u>-</u>	
Bi-lateral Loans				-	-	
Other Loans				_	-	
GRAND TOTAL	124,563.80	-	_	-		123,950.00

## Payments – Operations (Wages, Salaries and other Employee Benefits)

The total amount of Cash Payments made against Compensations of Employees during FY2018/19 was US\$806,084.36 and prior year (US\$788,921.96 - FY2017/18) is classified in the same form as the National Budget. The Comparative Analysis of Estimated and Actual payments made for the financial year FY2018/19 is presented below by *Economic Classifications*:

NOTE CONTINUE IN INCIDENT					TTT 201 7 201	
NOTE7 - COMPARATIVE ANALYSE	S OF ESTIMATE	O AND ACTUAL I	PAYMENTS MADEL	OURING THE YEAR EN	NDED 30th June 2019	)
Account Title	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
Wages, Salaries and other Employee Benefits						
Wages and Salaries	806,084.36	1,094,892.00	1,094,892.00	288,807.64	26%	788,921.9
Social Contributions				-	-	
Other Employee Costs				-	-	
GRAND TOTAL	806,084.36	1,094,892.00	1,094,892.00	288,807.64	26%	788,921.9

#### **Explanation of Percentage Variance**

The variance for employees' compensation of US\$288,807.64 which is 26% was the balance left in appropriation. The Payroll of the Commission is processed based on actual payroll count.



## **8 Payments – Operations (Supplies and Consumables)**

The total amount of Cash Payments made against Goods and Services during FY2018/19 of US\$84,743.66 while prior Year was (US87, 123.37- FY2017/18) are classified in the same form as the National Budget. The Comparative Analysis of Estimated and Actual payments made for the financial year FY2016/17 is presented below by *Economic Classifications* 

NOTE 8 - COMPARATIVE ANALYSIS OF EST	IMATED AND ACTUAI	PAYMENTS N	MADE DURING TI	HE YEAR ENDED	30TH JUNE 2019	9
Account Title	Actual FY 2018/19	Final Budget FY 2018/19	Original Budget FY 2018/19	Variance (Actual vs. Revised Estimates) FY 2018/19	% Variance FY 2018/19	Actual FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
Supplies and Consumables				-		
Telecommunications, Internet	5,377.35	-	-	(5,377.35)	0%	12,521.7
Fuel & Lubricants-Vehicles	13,343.65	20,514.00	20,514.00	7,170.35	35%	28,084.7
Fuel & Lubricants-generators	3,634.99	7,856.00	7,856.00	4,221.01	54%	5,717.8
Repairs and Maintenance-Vehicles	4,316.91	13,200.00	13,200.00	8,883.09	67%	12,789.7
Repairs & Maint, Machinery, equipmrnt, etc.	1,762.39	750.00	750.00	(1,012.39)	-135%	1,810.4
Cleaning materials & Services	3,217.37	1,041.00	1,041.00	(2,176.37)	-209%	418.7
Stationery	1,237.92	3,051.00	3,051.00	1,813.08	59%	2,906.6
Newspapers, Books and Periodical	193.11	157.00	157.00	(36.11)	-23%	324.2
Other office materials and consumable	1,004.09	2,122.00	2,122.00	1,117.91	53%	1,025.5
Workshops, Conferences & Seminar	2,720.99	3,017.00	3,017.00	296.01	10%	3,050.1
Entertainment, representation & gifts	14,816.96	2,230.00	2,230.00	(12,586.96)	-564%	5,104.9
Bank Charges	6,639.83	-	-	(6,639.83)	0%	2,543.4
Furniture and Fixture	215.60	-	-	(215.60)	0%	16
Water & Sewage	353.00	3,500.00	3,500.00	3,147.00	90%	933.
Repairs & Maint, civil	9,077.64	-	-	(9,077.64)	0%	955.3
Printing binding & publication	2,735.00	928.00	928.00	(1,807.00)	-195%	160.8
Foreign Travel-means of travel	254.12	-		(254.12)	0%	
Foreign travel incidental	-	-	-	-	0%	33.6
Foreign travel Daily Allowance	-			-	0%	
Domestic travel-Daily allowance	231.40	750.00	750.00	518.60	69%	642.4
Operational expenses	7,629.19	-	-	(7,629.19)	0%	1,756.6
Bank error	-	-	-	-	0%	6
Repair & Maintenance/ Computer Hardware	-	1,704.00	1,704.00	1,704.00	100%	
Vehicles Insurance	3,414.00	6,000.00	6,000.00	2,586.00	43%	2,882.5
Machinery and other Equipment	1,665.94	-	-	(1,665.94)	0%	3,240.6
Scratch Cards	-	5,800.00	5,800.00	5,800.00	100%	
Other Utilities	-	896.00	896.00	896.00	100%	
Internet Provider Services	902.21	4,104.00	4,104.00	3,201.79	78%	
GRAND TOTAL	84,743.66	77,620.00	77,620.00	(7,123.66)	-9%	87,123.4

**Explanation of Percentage Variance** 



The variance between actual expenditure and final budget for Goods and Services of (US\$7,123.66) which is -9% shows an over spending. The over spending for Goods and Services is as the result of cash balance brought forward and grant transfer from the World Bank Project.

### 9 Grant/Transfer payments

The total amount of Grant transfers made during FY2018/19 of US \$x million (US \$x million -FY2017/18 are classified in the same form as the National Budget. The Comparative Analysis of Estimated and Actual transfer made for the financial year FY2018/19 is presented below by *Economic* Classifications:

NOTE 9 - COMPARATIV	E ANALYSIS OF TRA	ANSFER MADE DUI	RING THE YEAR ENI	DED 30TH JUNE 2019	)	
Account Title	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
Grants - Foreign Governments (Current)				-	-	
Grants - Foreign Governments (Capital)				-	-	
Grants – International Organisations (Current)				-	-	
Grants – International Organisations (Capital)				-	-	
Grants- Non-Governmental Organisations (Current)				-	-	
Grants- Non-Governmental Organisations (Capital)				-	-	
Grants- Private Entities (Current)				-	-	
Grants- Private Entities (Capital)				-	-	
GRAND TOTAL			-	-	-	



## **10 Purchase of Capital Items**

There was no Capital Expenditure made during FY2018/19.

NOTE 10 - COMPARATIVE ANALYSIS OF CAPITAL EXPENDITURE PAYMENTS MADE DURING THE YEAR ENDED 30TH JUNE 2019

Account Title	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
CAPITAL EXPENDITURES:						
Non-residential buildings				-	-	
Residential Buildings				-	-	
Roads and Bridges				-	-	
Other Structures				-	-	
Machinery, Furniture and Equipment				-	-	
Transport Equipment				-	_	
Machinery and other Equipment	-		-	-	_	
Security Equipment				-	_	
Furniture and Fixtures				-	_	
ICT Infrastructure	-	-	-	-	_	
ICT infrastr., Hardware, Networks & Facilities				-	_	
Strategic Stocks & Other fixed assets				-	-	
GRAND TOTAL	-	_	-	-	-	



#### 11 External Assistance

## a) Grant from Bi-lateral Agency

There was no external assistance.

## b) Grant from Multilateral Agencies

There was no external assistance received for Capital Development Fund- Donor Financed Projects for the Fiscal Year 2018/19.

DEVELOPM	ENT FUNDS, DO	NOR FINANCI	ED PROJECTS	)		
	Actual FY 2018/19	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance FY 2018/19	Actual
		FY 2018/19	FY 2018/19	FY 2018/19		FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
Grants - Foreign Governments (Current)						
Grants - Foreign Governments (Capital)						
Grants – International Organisations (Current)	-	-				
Grants – International Organisations (Capital)						
				-	-	
Multi-laterals Loans						
Bi-lateral Loans					-	
Other Loans						
				_	_	

## 12 Payments – Operations (Wages, Salaries & other Employee Benefits and Supplies & **Consumables**)

The total amount of Cash Payments made under operational activities (Capital Development, Donor Financed Projects) during FY2018/19 amount to US \$x million (US \$x million - FY2017/18. The Comparative Analysis of Estimated and Actual payments made for the financial year FY2018/19 is presented below by *Economic Classifications* 



#### NOTE 12 - COMPARATIVE ANALYSIS OF ESTIMATED AND ACTUAL PAYMENTS MADE DURING THE YEAR ENDED 30th June 2019 (CAPITAL DEVELOPMENT (FUNDS, DONOR FINANCED PROJECTS) Variance (Actual vs. Actual Final Budget **Original Budget** % Variance Actual Revised Account Title Estimates) FY 2018/19 FY 2018/19 FY 2018/19 FY 2017/18 FY 2018/19 FY 2018/19 US \$'000 US \$'000 US \$'000 US \$'000 US \$'000 Comparative Analysis by Economic Classification Wages, Salaries and other Employee Benefits Wages and Salaries 0% **Social Contributions** Other Employee Costs **Total Compensation** 0% Grants – International Organisations (Current) 0% **Total Grants** 0% **Supplies and Consumables** Telecommunications, Internet 0.00 0% 0.00 Fuel & Lubricants-Vehicles 0.00 0% 0.00 Fuel & Lubricants-generators 0%



0.00

0%

0%

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0%

0%

0%

0%

0%

Repairs and Maintenance-Vehicles

Newspapers, Books and Periodical Other office materials and consumable

Workshops, Conferences & Seminar

Entertainment, representation & gifts

Cleaning materials & Services

Stationery

**Bank Charges** Furniture and Fixture

Water & Sewage

Repairs & Maint, civil

Foreign travel incidental

Operational expenses

Vehicles Insurance

Scratch Cards

**GRAND TOTAL** 

**Grand Total** 

Other Utilities

Bank error

Printing binding & publication

Foreign Travel-means of travel

Foreign travel Daily Allowance

Domestic travel-Daily allowance

Machinery and other Equipment

Internet Provider Services

Repair & Maintenance/ Computer Hardware

Repairs & Maint, Machinery, equipmrnt, etc.

## 13 Grant/Transfer payments (Capital Development, Donor Financed Projects)

The total amount of Grant transfers made during FY2018/19 of US \$x million (US \$x million -FY2017/18. The Comparative Analysis of Estimated and Actual transfer made for the quarter ended FY2018/19 is presented below by *Economic Classifications*:

NOTE 13 - COMPARATIVE ANALYSIS OF TRANSFE	R MADE DURING T	THE YEAR ENDED 3 PROJECTS)	OTH JUNE 2019 (CA	PITAL DEVELOPME	NT FUNDS, DONO	R FINANCED
	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
Grants - Foreign Governments (Current)				-		
Grants - Foreign Governments (Capital)				-	-	
Grants – International Organisations (Current)	-			-	-	
Grants – International Organisations (Capital)				-	-	
Grants- Non-Governmental Organisations (Current)				-		
Grants- Non-Governmental Organisations (Capital)				-		
Grants- Private Entities (Current)				-	-	
Grants- Private Entities (Capital)				-	-	
				-	-	
GRAND TOTAL			-	-[	-	

## 14 Purchase of Capital Items (Capital Development, Donor Financed Projects)

Capital Expenditure of US x million was expended during FY2018/19 on a new vehicle and IT hardware (US x million– FY2017/18) against a target of US x million



	DON	OR FINANCED PRO	DJECTS)			
Account Title	Actual	Final Budget	Original Budget	Variance (Actual vs. Revised Estimates)	% Variance	Actual
	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2018/19	FY 2017/18
	US \$'000	US \$'000	US \$'000	US \$'000		US \$'000
Comparative Analysis by Economic Classification						
CAPITAL EXPENDITURES:						
Non-residential buildings				-	-	
Residential Buildings				-	-	
Roads and Bridges				-	-	
Other Structures				-	-	
Machinery, Furniture and Equipment				-	-	
Transport Equipment				-	-	
Machinery and other Equipment				-	-	
Security Equipment				-	-	
Furniture and Fixtures				-	-	
ICT Infrastructure				-	-	
ICT infrastr., Hardware, Networks and Facilities				-	-	
				-	-	
Strategic Stocks & Other fixed assets				-	-	

### 15 Cash and Cash Equivalents

Cash and Cash Equivalents comprise Cash on hand, demand deposits and cash equivalents. Demand deposits and cash equivalents comprise balances with banks and investments in short-term money market instruments. Cash included in the statement of cash receipts and payments comprise the following amounts:

### 16 Original and Final Approved Budget and Comparison of Actual and Budget Amounts

The approved budget is developed on the same accounting basis (cash basis), same classification basis, and for the same period (from 1 July 2018 to 30 June 2019) as for the financial statements as explained in Notes above. The original budget was approved by the National Legislature on (July **14, 2018**). There was no supplemental appropriation for year ended 30<sup>th</sup> June 2019. The original budget objectives and policies, and subsequent revisions are explained more fully in the Report of the Comptroller issued in conjunction with the financial statements.

#### 17 External Assistance - Payment by Other Government Units and Third Parties

Payments by Other Government Units and Third Parties is included below as memorandum item to the Financial Statements for the financial year ended 30th June 2019.

During the Fiscal Year 2018/19, the United Nations Development Programs expended the amount of US\$(124,563.80) One hundred twenty-four thousand five hundred sixty-three and eighty cents United States Dollars on behalf of the Public Procurement and Concessions Commission.



#### **SUPPLEMENTARY DISCLOSURES**

## **Exchange Loss**

Foreign currency translation difference reported as exchange loss for the year ended June 30, 2019 was due to the difference of rates at which PPCC received the funds and the date of disbursement.

APPENDIX 2 - DETAILS OF FIXED ASSETS PURCHASED DURING THE PERIOD 1ST JULY 2018 - 30TH June 2019				
Date	Fixed Asset Type	Qty	Description	Amount
				US \$
1				
2				
3				
4				
GRAND TOTAL				-

