

**Liberia Maritime Authority
Procurement Plan (SBA Core Budget)
Source of Funding: Special Corporate Budget
July 1, 2021- December 31, 2021**

[illegible]

PREPARED BY:  ALEXANDER B. MITCHELL
PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

BY: *E. Eugene Nagbe*
HON. LEIN EUGENE NAGBE
COMMISSIONER/CEO, HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: _____


Date: _____



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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																		
Item No.	Code	Contract Package	Business Activity Codes	QTY	Est. cost (USD)	Procurement method	Tech. Spec/BOQ/ Drawing	Preparation of Bidding Document	PC Approval- 1 Bid Doc/Tech. Specs	Bid Invitation & Release Doc	Bid /Submission /Public. Opening	Submission of Bid Evaluation Report	PC Approval- 2 of Bid Evaluation Report	Contract Award /Signature	Advance Payment (Mobilization)	Delivery/ Inspection (substantial completion)	Acceptance & Final Payment	
Planned 6	IFB NO. LIMA/SBA/RFG/001/21	Vehicle Insurance Service	K-6512	1 Firm	\$10,000.00	RFQ	9/22/2021	9/29/2021	10/6/2021	10/26/2021	11/12/2021	11/19/2021	11/26/2021	12/6/2021	N/A	12/31/2021	12/31/2021	
Update																		
Actual																		
Planned 7	IFB NO. LIMA/SBA/RFG/004/21	AT-Ticket	N-2024	Accepted	\$42,850.00	NCF	9/22/2021	9/29/2021	10/6/2021	10/26/2021	11/12/2021	11/19/2021	11/26/2021	12/6/2021	N/A	12/31/2021	12/31/2021	
Update																		
Actual																		
Planned 8	IFB NO. LIMA/SBA/RFG/002/21	Repairs & Maintenance Civil	F-4100	4 Buildings	\$23,438.00	RFQ	9/22/2021	9/29/2021	10/6/2021	10/26/2021	11/12/2021	11/19/2021	11/26/2021	12/6/2021	N/A	12/31/2021	12/31/2021	
Update																		
Actual																		
Planned 9	IFB NO. LIMA/SBA/RB/003/21	Repairs & Maintenance Machinery & Equipment	S-9511	1 Firm	\$11,718.00	RB	9/22/2021	9/29/2021	10/6/2021	10/26/2021	11/12/2021	12/13/2021	12/20/2021	12/24/2021	N/A	12/31/2021	12/31/2021	
Update																		
Actual																		
Planned 10	IFB NO. LIMA/SBA/RB/004/21	Catering & Hall Rental Services	J-6190 L-6810	1 Firm	\$16,949.00	RB	9/22/2021	9/29/2021	10/6/2021	10/26/2021	11/12/2021	12/13/2021	12/20/2021	12/24/2021	N/A	12/31/2021	12/31/2021	
Update																		
Actual																		
		Sub total			\$105,755.00													

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HON. JENN EUGENE NASSE
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HON. EUGENE NOBLE
COMMISSIONER/CEO OF THE PROCUREMENT COMMITTEE

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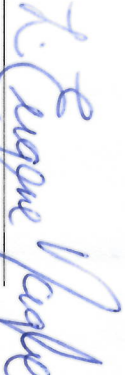
Date: _____



Liberia Maritime Authority
Procurement Plan SBA Special Corporate Budget Explanatory Note
Fiscal Year 2021

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. LIMA/SBA/RB/001/21	Vehicle Rental Service	This Contract Package was drawn from the budgetary line Transportation \$20,313.00USD which is intended for the Authority's mean of local travel domestically in Liberia and said amount is to be used during this Special Budget fiscal year. Restricted Bidding Method is applied in accordance with section 50, a & b of PPCA.
2	IFB NO. LIMA/SBA/RB/002/21	Petroleum Product	This procurable derived from the budgetary line Fuel Generator & Fuel Vehicle. The Authority intends to purchase 6,514 gallons of fuel for its generators and utility vehicles; and 19,480 gallons gasoline for its personnel. \$103,578.00 @ \$3.70 = 27,994 Gals. Restricted Bidding Method is applied in accordance with section 50, a & b of the PPCA.
3	IFB NO. LIMA/SBA/NCB/ 001/21	Stationery Supplies	This procurable was drawn from the budgetary line Stationery and supplies. The Authority intends to purchase: (a) 20 pks pens, (b) 20 pks pencils, (c) 30 Record Books (D) A4 paper 100 boxes, (e) Legal paper 50 boxes, 25 boxes folders, (f) 25 boxes manilla folders, (g) 25 boxes envelope, (h) 50 pcs Printers Cartridges, etc. \$15,000.00 for this Special Budget Fiscal Year.
4	IFB NO. LIMA/SBA/NCB/002/21	Scratch Cards	This contract package is drawn from the budgetary line Communication. The Authority intends to procure scratch cards for its staffs communication purpose. \$26,610.00 @ \$5.00 = 5,322 pcs
5	IFB NO. LIMA/SBA/NCB/003/21	Printing & Binding	This Contract Package was drawn from the budgetary line Printing, & Binding Services \$65,000.00US for this Special Budget fiscal year, for print Magazines, brochures, and other large volume of Maritime's documents.
6	IFB NO. LIMA/SBA/RFQ/001/21	Vehicle Insurance	This procurable was drawn from the budgetary line Vehicle Insurance. The Authority intends to insure Ten (10) utility vehicles under Comprehensive and third party Coverage. \$10,000.00
7	IFB NO. LIMA/SBA/NCB/004/21	Air Ticketing	This Contract Package is derived from the budgetary line Item Foreign travel \$97,000,000.00. The Authority intends to procure Air Tickets at the cost of \$43,650.00 for staff traveling to conferences and workshops at the IMO Headquarters in London, England, RIMU in facilities/buildings used by the Authority when the need arises, the Authority must carry out regular maintenance services as may be required. \$23,438.00USD
8	IFB NO. LIMA/SBA/RFQ/002/21	Repairs and Maintenance Civil	This Procurable was drawn from the budgetary line Maintenance. The Authority's repairs and maintenance of all machineries and equipment such as, percuators, television, air conditioners, ice boxes, Severs, and etc. \$11,719.00USD for this Special Budget fiscal year
9	IFB NO. LIMA/SBA/RB/ 003/21	Repairs and Maintenance Machinery & office Equipment	This procurable derived from the budgetary line Item Workshops , Conferences, Hall rental \$9,450.00, plus Entertainment \$7,499.00 which sums up to \$16,949.00 The Authority can not predict the amount of conferences/workshops or quantify them, said amount will be available to expanse for this package during this Special Budget fiscal year.
10	IFB NO. LIMA/SBA/NCB/004/21	Catering /Hall rental Services	This object of procurement derived from the budgetary line Item Professional Services \$103,400.00 which the Authority intends to hire a Security firm to protect the premises of the Authority@ MIRMRCG, Bushrod Island . Security Guard Service \$8,400.00 for this Special Budget Fiscal Year.
11	IFB NO. LIMA/SBA/RFQ/003/21	Security Guard Service	This procurable is drawn from the budgetary line Communication Surveillance & Monitoring Equipment which is intended to maintain the specialized surveillance, monitoring and Communication's equipments donated to the Authority by the International Maritime Organization (IMO), to monitor the West African region marine activities and to maintain its Communication's tower. \$9,218.00
12	IFB NO. LIMA/SBA/RFQ/004/21	Communication Surveillance Monitoring Equipment	This Contract Package was drawn from the budgetary line Maintenance \$62,500.00 USD, which the Authority intend to expanse \$20,313.00USD for maintenance its freight of ten (10) vehicles for this Special Budget fiscal year.
13	IFB NO. LIMA/SBA/NCB/009/21	Vehicle Maintenance Service	This contract package derived from budgetary line Medical and life Insurance for which the Authority intends to maintain an existing contract from the last fiscal year for Medical and life Insurance to its Two Hundred Fifty (250) Employees. \$50,184.00. Restricted
14	IFB NO. LIMA/SBA/RB/004/21	Medical and Life Insurance	This Contract Package is derived from the budgetary line Item IT Upgrade \$12,615.00. The Authority intends to procure Softwares and other IT technology, etc., to upgrade the Authority's IT system.
15	IFB NO. LIMA/SBA/RB/006/21	IT Upgrade	

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NSM 8/2024

