

Liberia Maritime Authority
Updated Procurement Plan (SBA Core Budget)
Source of Funding: Corporate Budget
July 1, 2020 - June 30, 2021

July 15, 2020 - June 30, 2024																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATA									
Item No.	Contract Package	Business Activity Codes	QTY	Est. cost (USD)	Procurement method	Tech. Spec/BOD/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	Remarks		
Planned 1	IFB NO. LIMA/SBA/NCB/001/20/21	Vehicle Rental Service N-7710	1 Firm	\$29,445.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021			
Update	IFB NO. LIMA/SBA/NCB/001/20/21	Vehicle Rental Service N-7710	2 Firms	\$10,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/21/2020	9/23/2020	10/9/2020	10/13/2020	10/16/2020	N/A	6/30/2021	6/30/2021			
Actual	IFB NO. LIMA/SBA/NCB/001/20/21	Vehicle Rental Service N-7710	2 Firms	\$39,445.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/21/2020	9/23/2020	10/9/2020	10/13/2020	10/16/2020	N/A	6/30/2021	6/30/2021			
Planned 2	IFB NO. LIMA/SBA/NCB/001/20/21	Petroleum Product (Diesel & Gasoline) G-4661	57,274 Gals @ \$3.50	\$200,460.00	RB	7/1/2020	7/10/2020	7/22/2020	7/29/2020	8/21/2020	9/15/2020	9/25/2020	9/30/2020	N/A	6/30/2021	6/30/2021			
Update																			
Actual																			
Planned 3	IFB NO. LIMA/SBA/NCB/002/20/21	Stationery Supplies G-4761	Assorted	\$26,645.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021			
Update		Stationery Supplies G-4761	Assorted	\$45,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/4/2020	9/8/2020	9/21/2020	9/24/2020	10/9/2020	N/A	6/30/2021	6/30/2021			
Actual		Stationery Supplies G-4761	Assorted	\$71,645.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/4/2020	9/8/2020	9/21/2020	9/24/2020	10/9/2020	N/A	6/30/2021	6/30/2021			
Planned 4	IFB NO. LIMA/SBA/NCB/003/20/21	Scratch Cards J-6190	9,024 @ \$5.00	\$45,120.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021			
Update																			
Actual																			
Planned 5	IFB NO. LIMA/SBA/NCB/004/20/21	Printing & Binding Service C-1811	Assorted	\$40,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021			
Update	IFB NO. LIMA/SBA/NCB/004/20/21	Printing & Binding Service C-1811	Assorted	\$115,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/4/2020	9/11/2020	10/1/2020	10/7/2020	10/9/2020	N/A	6/30/2021	6/30/2021			
Actual	IFB NO. LIMA/SBA/NCB/004/20/21	Printing & Binding Service C-1811	Assorted	\$155,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/4/2020	9/11/2020	10/1/2020	10/7/2020	10/9/2020	N/A	6/30/2021	6/30/2021			
Sub total				\$511,670.00															

PREPARED BY: _____

ALEXANDER B. MITCHELL
PROCUREMENT MANAGER/ HEAD OF PROCUREMENT UNIT

APPROVED BY: _____

COMMISSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: _____

Date: _____



June 9, 2021



Liberia Maritime Authority
Updated Procurement Plan(SBA Core Budget)
Source of Funding: Corporate Budget
July 1, 2020- June 30, 2021

BASIC DATA																			IMPLEMENTATION DATA				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
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	Remarks					
		Vehicle Insurance																					
Planned	IFB NO. LIMA/SBA/RFC/001/20/21	Service	K-6512	1 Firm	\$9,000.00	RB	7/1/2020	7/10/2020	7/22/2020	7/29/2020	8/21/2020	9/15/2020	9/25/2020	9/30/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
Planned	IFB NO. LIMA/SBA/NCB/005/20/21	Air Ticket	N-7911	Assorted	\$61,100.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
Planned	IFB NO. LIMA/SBA/NCB/006/20/21	Repairs & Maintenance Civil	F-4100	4 Building	\$40,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
Planned	IFB NO. LIMA/SBA/RFC/002/20/21	Repairs & Maintenance Machinery & Equipment	S-9511	1 Firm	\$8,000.00	RFQ	7/1/2020	7/8/2020	7/15/2020	7/22/2020	7/29/2020	8/12/2020	8/19/2020	8/26/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
Planned	IFB NO. LIMA/SBA/NCB/011/20/21	Repairs & Maintenance Machinery & Equipment	S-9511	1 Firm	\$52,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/22/2020	8/26/2020	9/11/2020	9/21/2020	9/25/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
Planned	IFB NO. LIMA/SBA/NCB/011/20/21	Repairs & Maintenance Machinery & Equipment	S-9511	1 Firm	\$60,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/22/2020	8/26/2020	9/11/2020	9/21/2020	9/25/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
Planned	IFB NO. LIMA/SBA/NCB/007/20/21	Catering & Hall Rental Services	J-6190 L-	1 Firm	\$22,950.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021						
Update																							
Actual																							
		Sub total			\$193,050.00																		

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

APPROVED BY:  JOHN EUGENE NNAMANI
COMMISSIONER OF PROCUREMENT




June 4, 2021



APPROVAL: _____
Date: _____



Liberia Maritime Authority
Updated Procurement Plan/ SBA Core Budget
Source of Funding: Corporate Budget
July 1, 2020- June 30, 2021

July 1, 2020- June 30, 2021																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
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	IMPLEMENTATION DATA				
															Advance Payment (Mobilization)	Delivery/ Inspection (substantial completion)	Acceptance & Final Payment	Remarks	
Planned	11	IFB NO. LIMA/SBA/NCB/008/20/21	Security Guard Service	N-8010	1 firm	\$16,800.00	NCB	5/1/2020	5/14/2020	5/25/2020	6/1/2020	6/29/2020	7/15/2020	7/29/2020	8/10/2020	N/A	6/30/2021	6/30/2021	
Update		x																	
Actual																			
Planned	12	IFB NO. LIMA/SBA/NCB/009/20/21	Communication Surveillance Monitoring Equipment	I-6130	Assorted	\$16,940.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021	
Update																			
Actual																			
Planned	13	IFB NO. LIMA/SBA/IFB/009/20/21	Medical & Life Insurance	K-5511	1 Firm	\$93,024.00	RB	7/1/2020	7/10/2020	7/21/2020	7/29/2020	8/21/2020	9/15/2020	9/25/2020	9/30/2020	N/A	6/30/2021	6/30/2021	
Update																			
Actual																			
Planned	14	IFB NO. LIMA/SBA/NCB/010/20/21	Vehicle Maintenance Service	G-4520	1 firm	\$13,600.00	NCB	7/1/2020	7/8/2020	7/15/2020	7/21/2020	8/21/2020	9/11/2020	9/18/2020	9/24/2020	N/A	6/30/2021	6/30/2021	
Update		IFB NO. LIMA/SBA/NCB/010/20/21	Vehicle Maintenance Service	G-4520	1 firm	\$60,000.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/21/2020	9/23/2020	10/1/2020	10/7/2020	10/9/2020	N/A	6/30/2021	6/30/2021	
Actual		IFB NO. LIMA/SBA/NCB/010/20/21	Vehicle Maintenance Service	G-4520	1 firm	\$73,600.00	NCB	7/1/2020	7/8/2020	7/15/2020	8/21/2020	9/23/2020	10/1/2020	10/7/2020	10/9/2020	N/A	6/30/2021	6/30/2021	
			Grand total			\$200,364.00													

PREPARED BY:

ALEXANDER B. MITCHELL

PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

APPROVED BY:

COMMISSIONER/COO/ HEAD OF THE BOARD OF COMMITTEE

APPROVAL:

Date:



June 4, 2021



Liberia Maritime Authority
Updated Procurement Plan SBA Core Budget Explanatory Note
Fiscal Year 2020/2021

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. LIMA/SBA/NCB/005/20/21	Vehicle Rental Service	This Contract Package was drawn from the budgetary line Transportation \$29,445,000US was initially approved which have been exhausted and additional \$10,000,000US is to be transfer from Debt Financing and Building Maintenance for the completion of this fiscal year.
2	IFB NO. LIMA/SBA/RB/001/20/21	Petroleum Product	This procureable derived from the budgetary line Fuel Generator & Vehicle. The Authority intends to purchase 12,000 gallons of fuel for its generators and utility vehicles; and 45,274 gallons gasoline for its personnel. \$200,460,00.00 @ \$3.50 = \$72,274. Gals This procureable was drawn from the budgetary line Stationery and supplies. The Authority intends to purchase: (a) 20 pts pens, (b) 20 pts pencils, (c) 30 Record Books (D) A4 paper 200 boxes, (e) Legal paper 50 boxes, 25 boxes folders, (f) 25 boxes manila folders, (g) 25 boxes envelope, (h) 50 pcs Printers Cartridges, etc. Initially \$26,645.00 was approved, additional \$45,000.00 is to be transfer from Debt Financing and Building Maintenance and Rent total at \$71,645.00 to be stored for the completion of the fiscal year.
3	IFB NO. LIMA/SBA/NCB/002/20/21	Stationery Supplies	This contract package is drawn from the budgetary line Communication. The Authority intends to procure scratch cards for its staff's communication purpose. \$45,320.00 @ \$5.00=9,074 pcs This Contract Package was drawn from the budgetary line Printing & Binding \$40,000,000US was approved initially which have been exhausted, additional \$115,000,000US is to be transfer from Debt Financing and Building Maintenance for the completion of this fiscal year.
4	IFB NO. LIMA/SBA/NCB/003/20/21	Scratch Cards	
5	IFB NO. LIMA/SBA/NCB/004/20/21	Printing & Binding	This procureable was drawn from the budgetary line Vehicle Insurance. The Authority intends to insure Ten (10) utility vehicles under Comprehensive Coverage. \$9,000.00
6	IFB NO. LIMA/SBA/RFC/001/20/21	Vehicle Insurance	This Contract Package is derived from the budgetary line Item Foreign travel \$126,750,001. The Authority intends to procure Air Tickets at the cost of \$61,100.00 for staff traveling for conferences and workshops at the IMO Headquarters in London, England, RMU in Accra, Ghana, etc.
7	IFB NO. LIMA/SBA/NCB/005/20/21	Air Ticketing	This procureable was drawn from the budgetary line Maintenance \$80,000.00. The Authority intends to maintain and repair their existing 4 facilities/buildings used by the Authority. When the need arises, the Authority must carry out regular maintenance services as may be required. \$40,000,000US This Procureable was drawn from the budgetary line Maintenance, the Authority's repairs and maintenance of all machineries and equipment such as , perculators, television, air conditioners, ice boxes, Severs, and etc. Initially \$8,000,000US was approved which is done on a daily basis by the Authority's technicians and have
8	IFB NO. LIMA/SBA/NCB/006/20/21	Repairs and Maintenance Civil	
9	IFB NO. LIMA/SBA/NCB/011/20/21	Repairs and Maintenance Machinery & office Equipment	Catering service, derived from the budgetary line Item Workshops , Conferences, Hall rental \$16,950.00, and added Entertainment \$6,000.00 which sums up to \$22,950.00 The Authority can not predict the amount of conferences/workshops or quantity them.
10	IFB NO. LIMA/SBA/NCB/007/20/21	Catering /Hall rental Services	This object of procurement derived from the budgetary line Item Professional Services \$235,200.00 which the Authority intends to hire a Security firm to protect the premises of the Authority@ MRMRC, Bushrod Island, Security Guard Service \$16,000.00
11	IFB NO. LIMA/SBA/NCB/008/20/21	Security Guard Service	This procureable is drawn from the budgetary line Communication, Surveillance & Monitoring Equipment which is intended to maintain the surveillance and monitoring on those Communication's equipments, donated to the Authority by the International Maritime Organization (IMO) monitor the West African marine activities and to maintain its Communication's tower. \$16,940.00
12	IFB NO. LIMA/SBA/NCB/009/20/21	Communication Surveillance Monitoring Equipment	This contract package derived from budgetary line Medical and Life Insurance for which the Authority intends to procure Medical and Insurance for Two Hundred Fifty (250) Employees. \$99,024.00 This Contract Package was drawn from the budgetary line Maintenance. Initially \$13,600,000US was approved for 10 utility vehicles which have been exhausted, additional \$60,000,000US is to be transfer from Debt Financing and Board Related Expenses for this package to complete the fiscal year at \$43,600,000US.
13	IFB NO. LIMA/SBA/RB/003/20/21	Medical And Life Insurance	
14	IFB NO. LIMA/SBA/NCB/010/20/21	Vehicle Maintenance Service	This contract package derived from the budgetary line Team Professional Services which the Authority intends to Maintain the service of this firm (West Africa RFID Solution & Natural Resources Management WARM) that has an existing contract from the last fiscal year to explore and map up our coastal boundaries, Continental shelf and environmental sensitive areas. \$75,000.00 This Contract Package was drawn from the budgetary line Team Professional Services \$235,200.00 The Authority intends to maintain its legal firm (International Law Group Inc.) ILG, for its legal affairs. This firm has been the Authority's legal representative since 2009 when the Authority redraft an no objection from PPCC to hire a legal firm and the Authority intend to maintain this firm because of the confidentiality nature of its legal affairs. It is an existing contract. --\$66,000.00
15	IFB NO. LIMA/SBA/NCB/011/20/21	Sensitivity Mapping Service	
16	IFB NO. LIMA/SBA/SS/001/20/21	Legal Advisory Service	

PREPARED BY:

ALEXANDER B. MITCHELL

PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

APPROVED BY:

DR. J. LEON EUGENE NABO

COMMISSIONER FOR PROCUREMENT

APPROVAL:

DATE:



YES CY
Due 4, 2024