



Republic of Liberia

Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: www.ppcc.gov.lr | Email: info@ppcc.gov.lr | Phone Short Code: 4357

Ref. PPCC/RL/CEO/0504/'19

September 16, 2019

Hon. Thomas Doe Nah

COMMISSIONER GENERAL

Liberia Revenue Authority

Republic of Liberia

Dear Hon. Nah:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Liberia Revenue Authority SBA and Non SBA Procurement Plans for FY 2019/2020 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform you that your plan has been **Provisionally Approved** pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the budget is approved by the President and you **ascertain the availability of funding**. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for LRA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain **primarily** in compliance with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality and ultimately public confidence in our procurement and concessions processes.

Kind regards.

Sincerely Yours


Jargbe Roseine Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2019-2020



August 12, 2019

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/Drawings	Prep. of Bid Document	PC Approval- Bid Doc./Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/Public Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment
Planned	1	IFB No.LRA/NCB/001/019-020	Stationery & Office Supplies	G4761	Assorted	135,000.00	NCB	4/23/2019	4/30/2019	5/7/2019	5/10/2019	6/7/2019	6/21/2019	7/2/2019	7/23/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	2	IFB No.LRA/NCB/002/019-020	Printing and Binding Services	C1811	1 firm	21,000.00	NCB	4/23/2019	4/30/2019	5/7/2019	5/10/2019	6/7/2019	6/21/2019	7/2/2019	7/23/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	3	IFB No.LRA/NCB/003/019-020	Medical Insurance	K6511	1 firm	161,000.00	NCB	3/8/2019	3/15/2019	3/29/2019	4/12/2019	5/10/2019	5/24/2019	6/7/2019	6/21/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	4	IFB No.LRA/NCB/004/019-020	Repair & Maint. Generator	C3314	1 firm	45,000.00	NCB	4/22/2019	4/29/2019	5/6/2019	5/13/2019	6/10/2019	6/17/2019	6/24/2019	7/8/2019	N/A	6/30/2020	6/30/2020
Update																		
Act.																		
Planned	5	IFB No.LRA/RB/001/019-020	Scratch Cards	J6120	10,000	50,000.00	RB	5/15/2019	5/22/2019	5/29/2019	6/5/2019	6/19/2019	7/1/2019	7/12/2019	8/2/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
			Subtotal			412,000.00												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe
Head of Procurement Committee

Date:

9/19/19

T. Williams
9/16/19

Approved
9/16/19



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2019-2020



August 12, 2019

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Planned	6	IFB No.LRA/RFQ/001/019-020	Signs and Designs	C1811	1 firm	8,000.00	RFQ	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	7	IFB No.LRA/SS/001/019-020	Repair & Maint. Vehicles	G4520	4 firms	85,000.00	SS	7/10/2019	7/17/2019	7/24/2019	7/30/2019	8/27/2019	9/3/2019	9/10/2019	9/24/2019	N/A	6/30/2020	6/30/2020
Update																		
Act.																		
Planned	8	IFB No.LRA/SS/002/019-020	SMS Tax Messaging	J6399	1 firm	10,500.00	SS	5/15/2019	5/22/2019	5/29/2019	6/3/2019	7/1/2019	7/15/2019	7/22/2019	8/5/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	9	IFB No.LRA/SS/003/019-020	Closed User Group (CUG)	J6120	1 firm	13,000.00	SS	4/25/2019	5/2/2019	5/9/2019	5/16/2019	5/30/2019	6/11/2019	6/21/2019	7/12/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	10	IFB No.LRA/NCB/005/019-020	Vehicles and Bikes Insurance	K6512	1 firm	34,590.00	NCB	4/25/2019	5/9/2019	5/23/2019	5/30/2019	6/27/2019	7/11/2019	7/18/2019	8/22/2019	N/A	6/30/2020	6/30/2020
Update																		
Act.																		
			Sub-Total			151,090.00												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
Head of Procurement Committee

Date:

9/9/19

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9/16/19

9/16/19



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2019-2020



August 12, 2019

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Planned	11	IFB No LRA/RFQ/002/019-020	Internet modems/routers	J6190	Assorted	4,000.00	RFQ	5/15/2019	5/22/2019	5/30/2019	6/6/2019	6/20/2019	7/1/2019	7/12/2019	8/2/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	12	IFB No LRA/RFQ/003/019-020	Radio Links	J6010	1 firm	10,000.00	RFQ	5/15/2019	5/22/2019	5/30/2019	6/6/2019	6/20/2019	7/4/2019	7/15/2019	8/5/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
Planned	13	IFB No LRA/SS/004/019-020	Elevators Maintenance	F4329	1 firm	15,999.96	SS	4/24/2019	5/8/2019	5/22/2019	5/28/2019	6/25/2019	7/9/2019	7/16/2019	8/20/2019	N/A	6/30/2020	6/30/2020
Update																		
Act.																		
Planned	14	IFB No LRA/SS/005/019-020	Central Cooling System Maintenance	F4322	1firm	25,200.00	SS	4/25/2019	5/9/2019	5/23/2019	5/28/2019	6/25/2019	7/9/2019	7/16/2019	8/20/2019	N/A	6/30/2020	6/30/2020
Update																		
Act.																		
Planned	15	IFB No LRA/RB/002/019-020	Hall Rental	I6810	Assorted	62,994.00	RB	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
			Sub-Total			118,193.96												

Prepared By: Lovetta W. J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nana
Head of Procurement Committee

Date: 9/19/19

T. Williams
9/16/19

Handwritten signature and date



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2019-2020



August 12, 2019

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Prepared By: Lovetta W.J. Williams 
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
Head of Procurement Committee

Date:

9/9/19



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget
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August 12, 2019

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Planned	21	IFB No.LRA/RFQ/006/01 9-020	Gifts	G4773	Assorted	9,900.00	RFQ	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.		IFB																
Planned	22	No.LRA/RB/003/019-020	Advertisement Services	G4761	Firms	52,000.00	RB	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/30/2020	6/30/2020
Update																		
Act.																		
Planned	23	IFB No.LRA/NCB/006/019-020	ICT Infrastructure and Telecommunications Equipment	J6201	Assorted	25,000.00	NCB	5/1/2019	5/23/2019	5/30/2019	6/6/2019	7/4/2019	7/18/2019	7/25/2019	8/1/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.		IFB																
Planned	24	No.LRA/NCB/007/019-020	Cleaning Materials	G4773	Assorted	60,000.00	NCB	7/1/2019	7/24/2019	7/31/2019	8/5/2019	9/2/2019	9/16/2019	9/23/2019	10/7/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.		IFB																
Planned	25	No.LRA/RFQ/007/019-020	Electrical Appliances	G4759	Assorted	10,000.00	RFQ	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.		IFB																
Planned	26	No.LRA/RFQ/008/019-020	Air Conditioners	G4759	Assorted	10,000.00	RFQ	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/2/2020	6/30/2020
Update																		
Act.																		
			Subtotal			166,900.00												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
Head of Procurement Committee

Date: 9/19/19

T. Williams
9/16/19

9/16/19



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget

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August 12, 2019



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Planned Update	27	IFB No.LRA/SS/009/019-020	Software , Licensing, certificates, maintenance and troubleshooting of revenue systems and others	J6201	Assorted	100,000.00	SS	5/17/2019	5/24/2019	5/31/2019	6/7/2019	7/5/2019	7/19/2019	7/29/2019	8/5/2019	N/A	6/30/2020	6/30/2020
Act.																		
Planned Update	28	IFB No.LRA/NCB/008/019-020	Repair & Maintenance Property (Cvnl)	F4100	Firms	150,000.00	NCB	5/11/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/30/2020	6/30/2020
Act.																		
Planned Update	29	IFB No.LRA/RFQ/009/019-020	Photocopiers & Shredders	G4759	Assorted	10,000.00	RFQ	4/25/2019	5/2/2019	5/9/2019	5/16/2019	6/13/2019	6/27/2019	7/4/2019	7/18/2019	N/A	6/2/2020	6/30/2020
Act.																		
Planned Update	30	IFB No.LRA/RFQ/010/019-020	Repair & Maintenance of Bike	G4540	1 firm	2,000.00	RFQ	5/2/2019	5/16/2019	5/30/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/6/2019	N/A	6/30/2020	6/30/2020
Act.																		
Planned Update	31	IFB No.LRA/SS/010/019-020	Maintenance of Battery Bank	M7490	1 firm	6,600.00	SS	4/25/2019	5/9/2019	5/23/2019	5/27/2019	6/24/2019	7/8/2019	7/15/2019	7/29/2019	N/A	6/30/2020	6/30/2020
Act.																		
			Subtotal			268,600.00												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
Head of Procurement Committee

Date:

9/9/19

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9/16/19

9/16/19



Procurement Plan (Non SBA) Revised
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2019-2020



August 12, 2019

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				BASIC DATA							IMPLEMENTATION DATES							
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Planned Update	32	IFB No.LRA/RFQ/011/01 9-020	Water Dispenser	G4759	100	10,000.00	RFQ	5/1/2019	5/15/2019	5/29/2019	6/4/2019	7/2/2019	7/16/2019	7/23/2019	8/27/2019	N/A	6/2/2020	6/30/2020
Act.																		
Planned Update	33	IFB No.LRA/NCEB/009/0 19-020	Receipt Verifier	M7490	1 firm	\$37,000.00	NCB	7/17/2019	7/24/2019	7/31/2019	8/5/2019	9/2/2019	9/16/2019	9/23/2019	10/7/2019	N/A	6/2/2020	6/30/2020
Act.																		
		Grand Total				\$1,254,383.96												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe
Head of Procurement Committee

Date: 9/9/19

T. Williams
9/16/19

9/16/19

Notes to the Procurement Plan

Item	Contract Package	Description
1	Stationery & Office Supplies	Envelopes, pens, papers, cartridges, folders, box files, etc.... and funded under the line Stationeries \$ Office Supplies
2	Printing and Binding Services	<p>Lot 1: Printing of Letter Head, Buasiness Card and Calender @ \$9,500. US\$ 1,500 of this lot is funded under the line Tax Education</p> <p>Lot 2. Printing of Revenue Code & Tariff Production @ 6,000.</p> <p>Lot 3. Printing of Corporate Strategic Plan, Printing of HR manual & PED Policy and Other @ \$5,500</p>
3	Medical Insurance	Insurance coverage for LRA employees and dependents: medical coverage for staff & and three(3) dependents using the National Competitive Bidding Procurement method @161,000 funded under the line Personnel Insurance
4	Repair & Maint. Generator	<p>The procurement of repair and maintenance services estimated 37 generators at LRA HQ, TBOs, CBOs and collection windows. The service will involve servicing and replacement of damage parts.</p> <p>lot 1. 1000 Kva x 1 procured from Mantrac by the LRA. Mantrac Liberia will be used to service the machine which is under warranty. The Mantrac Liberia is a sole importer of Caterpillar Machine and in accordance with the Section 55 1(b) of the PPC Act 2010, this services will be executed under sole source method.</p> <p>lot 2. 300 Kva x 2, 200 Kva x 1 and 16 Kva x 2 at generators at HQ; Generators were provided by NASSCORP and has recommended a contractor to service these machines including replacing damage parts. NCB will be used to procure servicing parts for repair of generators.</p> <p>lot 3. Estimated 32 tiger and other small generators assigned to various rural offices in the fifteen(15) counties will be repaired and maintained using RFOs - 2.5 Kva to 12 kva. Based on the geographical location of the various business offices, RFO will be used.</p>
5	Scratch Cards	Scratch cards for LRA Operations to be procured from Lonestar & Orange Liberia (they are the only producer of Scratch cards) under budget line Scratch Cards @ a cost of \$5.00.
6	Signs and Designs	Printing and Fabrication of various Signs and Designs for LRA HQ, CBOs and TBOs and orther locations funded under Budget line Tax Education
7	Repair & Maint. Vehicles	LRA had procured vehicles from the below sole manufactures who have all expertise and technical skill for repair and maintenance services. The servicing may invlove replacement of parts for 94 vehicles including preventive and regular maintenance services using in house mechanic and existing garages on a need basis including GBK, Africa Motors, Prestige Motors, CICA0, etc.. : 74 vehicles in Monrovia every other month and 20 rural vehicles every month. As per Section 55 1(b) of the PPC Act 2010 , the repair and maintenance servicing will used a sole source method.
8	SMS Tax Messaging	Tax Massages reminder to Tax Payers relative to due dates on key Tax types as extension of currents services with Lonestar Cell and Orange funded under budget line Tax Education @ 10,500. They are the only GSM companies operating in Liberia and as per Section 55 1(a) of the PPC Act 2010 .The procurement package will be procured using Sole Sources Method.

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9	Closed User Group (CUG)	To provide Lonestar Communication coverage to at least 93% of our Staff who are currently on the Lonestar Network. Lonestar will provide Closed user Group and Unlimited ON Net services to be funded under budget line Telecommunication @13,000.
10	Vehicles and Bikes Insurance	Comprehensive for 4 new vehicles and 20 motorbikes including third party insurance. FOR 90 VEHICLES AND 20 BIKES and funded under budget line for Vehicles Insurance
11	Internet modems/ routers	Various data Package, 1GB TO 20GB to be procured for LRA operations under line Internet Provider Services.
12	Radio Links	Provision of Radio Link for Customs Offices, Tax Business Office & HQ include Wireless Radio and internet connectivity funded from the budget line item Internet Providers Services @ 10,000. Based on the threshold the package will be procured using RFQ Method.
13	Elevators Maintenance	To provide maintenance services including parts for two elevators at HQ. The services will be a preventive and corrective maintenance service which will be sole sourced to Danoff Engineering Inc. , the Firm contracted by NASSCORP to install the Elevators. Funded under Repair & Maintenance of ICT Budget Line. PPCA Section 55 1(b) 2010
14	Central Cooling System Maintenance	To provide maintenance services which will include parts for the Central Cooling System at LRA HQ. The services will be sole sourced to Twin Business Group, the firm hired by NASSCORP to install the cooling system. Funded under Repair & Maintenance of ICT Budget Line.
15	Hall Rental	Hall rental shall be used for Workshops, Conferences, Seminars and Training funded under the budget lines Workshop, Conferences, Seminars, Symposia and local Training using RB Method of procurement as per Section 50 (a). The CBO's and TBO's are in different locations and because of the large populaton, the needs for suitable hall for workshop and training will be based on lot to lot bases as per the 15 counties.
16	Non Alcoholic Beverages	Non Alcoholic Beverages include drinking water and soft drinks for offices , conferences, meetings at LRA offices or other location funded under line Entertainment & Representations RFQ Method of procurement
17	Revenue Receipts	Procurement of Revenue Receipts funded under lines Other Specialized Materials. Goods (RevenueReceipt) will be Sole Source to AFCONSATSAT Liberia Limited@ 10.00 each as per section 55 1(b) of the PPC Act 2010 . AFCONSATSAT has produced and supplied the LRA with Tax Clearance Certificate. Based on past performance and the unique security features on the Revenue Receipt, AFCONSATSAT is therefore requested to produce and supply the LRA Revenue Receipt which is a national revenue instrument that does not require a competitive process.
18	Web Hosting	Website Hosting annual subscription and publishing fees @10,500 using sole sources Procurement method to Optimizer GmbH Wettingen that is the original website hoster funded under budget line Printing Binding & Publication Services.
19	Refurbishment of Billboards	Refurbishment and Redesign of various Billboards for LRA HQ, CBOs, TBOs and other locations funded under Budget line Tax Education using Morakie Prints that previously installed billboards and performed refurbishment of billboards in the Past. As per Section 55 1(b) of the PPC Act 2010, the LRA will used Sole Source Method @ 25,000 for the contract package.

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9/16/19

[Signature]

20	Revenue Forms	Procurement of Key SIGTAS forms , Custom forms and Domestic tax forms for revenue collection funded under lines Other Specialized Materials.
21	Gifts	LRA will Provide Gifts to key stakeholders and international partners (WATAF, WCO, ATAF and others) @ US\$9,900.00 funded under budget line Entertainment & Representations . Gifts include items branded with LRA logo, name and other African Cultural designed gifts.
22	Advertisement Services	<p>Lot 1: Electronic Media (this involves electronic advertisements , electronic announcements, electronic regulation publications etc.)</p> <p>Lot 2: Print Media (this involves advertisements , press releases, newsletter, newspapers publication, etc.)</p> <p>This package of US\$52,000 is funded from budget line Newspapers, Books & Periodical. Due to the different locations and event planning, and as per Section 50 (a) of the PPC Act 2010, RB Method will be used.</p> <p style="text-align: right;">This</p>
23	ICT Infrastructure and Telecommunications Equipment	Procurement of Computer Hardware, Telecommunications Infrastructure, Network equipment i.e. CISCO routers, wireless equipment, OS, Antivirus, etc. This line will be funded under Budget Line: ICT Infrastructure
24	Cleaning Materials	Soap, Clorox, Dettol, towels, soft brooms, dirt tray, tissue, air freshener, floor mops, etc... for HQ and various Offices around the country. Procurement of Raincoats, Boots and Umbrellas will also be procured against this Budget Line (Cleaning Materials and Services).
25	Electrical Appliances	The LRA will procure electrical appliance which will be used in various offices and will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods . Items funded under this package are: Refrigerators, Television and Fan @ 10,000
26	Air Conditioners	The LRA will procure Air Condition Unit which will be used in various offices and will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods @ 10,000
27	Software , Licensing, certificates, maintenance and troubleshooting of revenue systems and others	The provision of licenses for Revenue Systems (SIGTAS, ASYCUDA, ORACLE) Anti-virus, maintenance and professional support .US\$100,000 using software and Licenses line. JPRAY Solution is the firm that issued the LRA License and they are required to maintain and support the services. Therefore, as per Section 55 1a and 1b of the PPC Act 2010 , the contract package will be procured using Sole Source Method.
28	Repair & Maintenance Property (Civil)	The LRA has various civil works to be carried out during fiscal year 2019-2020 at HQ, 16 collectorate windows in Monrovia and 38 Tax and customs offices throughout the country as indicated using the NCB method and funded under the budget line for repair and Maintenance of Civil. With these various locations it will be difficult to get a single firm for execution the contract package. Therefore, the LRA will use the lot to lot bases due to locations as per the 15 counties of operation.

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29	Photocopiers & Shredders	The LRA will procure photocopies and shredders which will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods based on the various location of the custom and tax business offices in and out of Monrovia @ 10,000
30	Repair & Maintenance of Bike	The LRA will service 101 bikes including preventive and regular maintenance services with spare parts using in house mechanic and existing garages on a need basis @ 2,000
31	Maintenance of Battery Bank	Maintenance of Battery Bank. This procurement activity will be funded under Repair & Maintenance of ICT Budget Line. Union Strong built the Bank. Therefore, as per Section 55 1b of the PPC Act 2010 , the contract package will be procured using Sole Source Method..
32	Water Dispenser	The LRA will procure water dispenser for various custom and tax business offices in and out of Monrovia which will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods based on the various location @ 10,000
33	Receipt Verifier	The LRA will procure a non consultancy services for the procurement of software ref Generation of Revenue through verifying LRA receipts and other Gol documents, i.e. Driver's licenses, etc. to detect and prevent fraud and funded under budget line Consultancy Services. The firm will be responsible to set the software platform, maintain, train and support the system to easily verify LRA revenue receipt at any location. The LRA will use NCB procurement method.
34	Record Management	Record management: sort, organize, arrange and store Tax and Custom records including archiving by GSA and/or LIPA @ 40,000. They shall be funded under Legal Dues and Compensation.
35	Electricity	Power supply by LEC @ an estimate of US\$100,000.00 per annum
36	Water & Sewage	Water supply by LWSC @ estimate of US\$1,700.00 per annum
37	Tax Education	Tax & LRA sensitization messages on brochures, stickers, banners, fliers, walls, billboards, etc... Talk shows (studio discussions & call-in), airing of Tax jingles & songs on various radio stations. Airing of various dramatized tax messages on different radio & TV stations, text messages as reminder for tax filing and payment date, town hall meetings & outreach in various counties on different tax issues, honoring of taxpayers for tax compliance, and maintenance of existing billboards using RFQs @ lump sum estimate of US\$45,000.00 per annum.
38	Domestic Daily Allowance	Allowance for Rural Tax & Customs Business Offices Staff payable monthly @ US\$111,888.00 per annum. This is funded under line item Domestic Daily Subsistence Allowance
39	Whistleblower Awards	Reward to Whistle Blowers and Employees for national revenue recovered as a result of information provided at an estimate of \$2,000 per annum. This is funded under line item other compensation
40	Dues to International Organizations	Annual statutory membership dues for World Customs Organization (WCO), West African Tax Administration Forum (WATAF), & the African Tax Administration Forum (ATAF) at \$80,043.00. This is funded under line item Subscriptions
41	Annual rent	Estimated Annual rent for 4 offices in Monrovia and 25 offices around the country at \$283,000.00
42	Revenue Enforcement	Various enforcement activities including field operations, closure actions, court prosecution, assistance to other revenue generating MACs, Police operations, professional assistance, at US\$70,000.00. They shall be funded under Legal Dues and Compensation.

7. Taxes
9/16/19



