



Republic of Liberia

## Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref. PPCC/RL/CEO/025/22

January 11, 2022

Hon. Thomas Doe Nah  
**COMMISSIONER GENERAL**  
Liberia Revenue Authority  
Republic of Liberia

Dear Hon. Nah:

Subject: **PROVISIONAL APPROVAL OF LIBERIA REVENUE AUTHORITY SBA, NON SBA  
PROCUREMENT PLANS FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of Liberia Revenue Authority SBA, NON SBA Procurement Plans for FY 2022 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

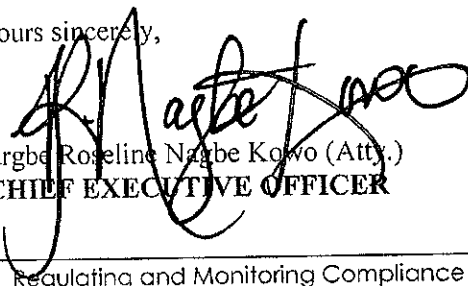
Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for LRA's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended six months budget, for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2022.

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

Yours sincerely,



Jargbe Roseline Nargbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

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



Procurement Plan (Non SBA)  
Source of Funding: Government of Liberia-National Budget  
Fiscal Year: 2022



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA								IMPLEMENTATION DATES									
	Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BQ/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)
Planned Update	1	IFB No. LRA/NCB/001/2022	Stationery & Office Supplies	G4761	Assorted	80,000.00	NCB	14/12/2021	21/12/2021	28/12/2021	04/01/2022	02/02/2022	16/02/2022	02/03/2022	16/03/2022	N/A	02/12/2022
Planned Update																	
Planned Update	2	IFB No. LRA/NCB/002/2022	Medical Insurance	K6511	1 Firm	222,000.00	NCB	15/12/2021	22/12/2021	29/12/2021	04/01/2022	02/02/2022	16/02/2022	02/03/2022	16/03/2022	N/A	02/12/2022
Planned Update																	
Planned Update	3	IFB No. LRA/NCB/003/2022	Printing and Binding Services	C1811	1 Firm	25,000.00	NCB	17/12/2021	24/12/2021	31/12/2021	04/01/2022	03/02/2022	10/02/2022	24/02/2022	10/03/2022	N/A	02/12/2022
Planned Update																	
Planned Update	4	IFB No. LRA/NCB/004/2022	Repair & Maint. Generator	C3314	1 Firm	30,000.00	NCB	17/12/2021	24/12/2021	31/12/2021	07/01/2022	06/02/2022	20/02/2022	27/02/2022	13/03/2022	N/A	02/12/2022
Planned Update																	
Planned Update	5	IFB No. LRA/SS/001/2022	Internet Link & Connectivity	J6010	1 Firm	37,300.00	SS	19/11/2021	26/11/2021	05/12/2021	03/01/2022	17/01/2022	31/01/2022	07/02/2022	28/02/2022	N/A	02/12/2022
Planned Update																	
Planned Update			Subtotal			394,300.00											

Prepared By: Lovetta W.J. Williams  
Manager/Procurement Section

Approved: Thomas Doe Nah  
Head of Procurement Committee

Date:

12/30/2021

Dec 10, 2022

Jan 11/2022





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



Fiscal Year: 2022

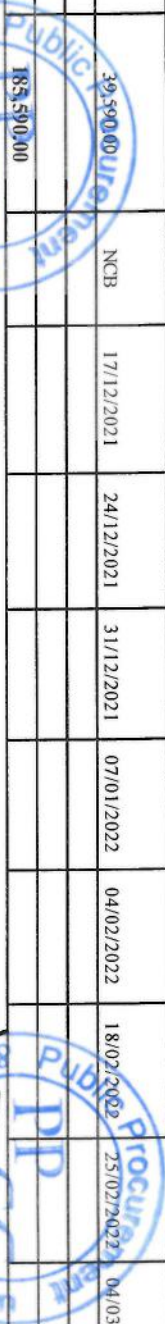
December 30, 2021

BASIC DATA																	
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	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/Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)
Planned	6	IFB No. LRA/RFQ/001/2022	Signs and Designs	CI811	1 firm	10,000.00	RFQ	23/12/2021	30/12/2021	06/01/2022	10/01/2022	17/01/2022	24/01/2022	31/01/2022	14/02/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	7	IFB No. LRA/RFQ/002/2022	Repair & Maint. Vehicles	G4520	4 firms	6,000.00	RFQ	15/12/2021	22/12/2021	29/12/2021	05/01/2022	12/01/2022	19/01/2022	26/01/2022	09/02/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	8	IFB No. LRA/SS/002/2022	SMS Tax Messaging	J6399	2 firms	10,000.00	SS	30/12/2021	06/01/2022	13/01/2022	18/01/2022	25/01/2022	01/02/2022	08/02/2022	15/02/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	9	IFB No. LRA/SS/003/2022	Software, Licences, Certificates, maintenance of Revenue System and Others	J6120	3 firms	120,000.00	SS	15/12/2021	22/12/2021	29/12/2021	05/01/2022	12/01/2022	19/01/2022	02/02/2022	23/02/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	10	IFB No. LRA/NCB/005/2022	Vehicles and Bikes Insurance	K6512	1 firm	39,590.00	NCB	17/12/2021	24/12/2021	31/12/2021	07/01/2022	04/02/2022	18/02/2022	25/02/2022	04/03/2022	N/A	02/12/2022
Update																	
Act.																	
			Sub-Total			183,590.00											

Prepared By: Lovetta W.J. Williams  
Manager/Procurement Section

Approved: Thomas Doe Nah  
Head of Procurement Committee

Date:



Signature of Thomas Doe Nah  
Jan 11/2022



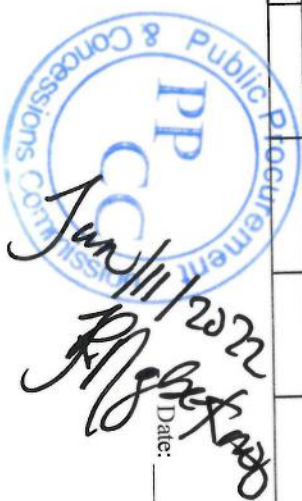
Procurement Plan (Non SBA)  
Source of Funding: Government of Liberia-National Budget  
Fiscal Year: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA								IMPLEMENTATION DATES									
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Planned Update	11	IFB No. LRA/NCB/006/2022	Internet Routers & Switches	J6120	Assorted	18,000.00	NCB	21/12/2021	28/12/2021	04/01/2022	11/01/2022	10/02/2022	24/02/2022	03/03/2022	24/03/2022	N/A	02/12/2022
Planned Update	12	IFB No. LRA/RFQ/003/2022	Radio Links & Modems	J6010	1 firm	5,700.00	RFQ	23/12/2021	30/12/2021	06/01/2022	13/01/2022	20/01/2022	27/01/2022	04/02/2022	18/02/2022	N/A	02/12/2022
Planned Update	13	IFB No. LRA/RFQ/004/2022	Repair & Maintenance of Air Conditioner	F4322	2 firms	3,000.00	RFQ	27/12/2021	03/01/2022	10/01/2022	17/01/2022	31/01/2022	14/02/2022	21/02/2022	07/03/2022	N/A	02/12/2022
Planned Update	14	IFB No. LRA/RFQ/005/2022	Hall Rental Services	J6810	Assorted	10,000.00	RFQ	27/12/2021	03/01/2022	10/01/2022	17/01/2022	31/01/2022	14/02/2022	21/02/2022	07/03/2022	N/A	02/12/2022
Planned Update	15	IFB No. LRA/RFQ/006/2022	Non Alcoholic Beverages	G4711	Assorted	5,100.00	RFQ	28/12/2021	04/01/2022	11/01/2022	17/01/2022	31/01/2022	07/02/2022	14/02/2022	28/02/2022	N/A	02/12/2022
Act.			Sub-Total			36,700.00											

Prepared By: Lovetta W.J. Williams  
Manager/Procurement Section

Approved: Thomas Doe Nah  
Head of Procurement Committee

Date:







Procurement Plan (Non SBA)  
Source of Funding: Government of Liberia-National Budget  
Fiscal Year: 2022



December 30,

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
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)
Planned Update	16	IFB No. LRA/SS/004/2022	Revenue Receipts	C1811	1 Firm	20,000.00	SS	28/12/2021	04/01/2022	18/01/2022	30/01/2022	13/02/2022	27/02/2022	06/03/2022	20/03/2022	N/A	02/12/2022
Act.																	
Planned Update	17	IFB No. LRA/SS/005/2022	Web Hosting & SSL Certificate	J6311	1 firm	5,000.00	SS	28/12/2021	04/01/2022	18/01/2022	30/01/2022	13/02/2022	27/02/2022	06/03/2022	20/03/2022	N/A	02/12/2022
Act.																	
Planned Update	18	IFB No. LRA/RFQ/007/2022	Gifts	G4773	Assorted	9,900.00	RFQ	07/01/2022	14/01/2022	28/01/2022	04/02/2022	11/02/2022	18/02/2022	25/02/2022	11/03/2022	N/A	02/12/2022
Act.																	
Planned Update	19	IFB No. LRA/SS/006/2022	Uniforms	G4641	Assorted	57,900.00	SS	28/12/2021	04/01/2022	18/01/2022	30/01/2022	13/02/2022	27/02/2022	06/03/2022	20/03/2022	N/A	02/06/2021
Act.																	
Planned Update	20	IFB No. LRA/NCB/007/2022	Cleaning Materials	G4773	Assorted	20,700.00	NCB	03/12/2021	17/12/2021	31/12/2021	06/01/2022	04/02/2022	11/02/2022	18/02/2022	04/03/2022	N/A	02/12/2022
Act.																	
Sub-Total						113,500.00											

Prepared By: Lovetta W.J. Williams  
Manager/Procurement Section

Approved: Thomas Doe Nah  
Head of Procurement Committee

Date:



Procurement Plan (Non SBA)  
Source of Funding: Government of Liberia-National Budget  
Fiscal Year: 2022



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
			BASIC DATA																
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Prepared By: Lovetta W.J. Williams  
Manager/Procurement Section

Approved: Thomas Doe  
Head of Procurement Committee

Date:







Procurement Plan (Non SBA)  
Source of Funding: Government of Liberia-National Budget  
Fiscal Year: 2022



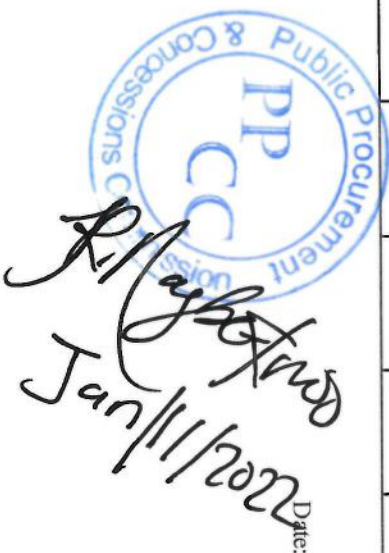
December 30, 20

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
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)
Planned	26	IFB No. LRA/RFQ /011/2022	Universal Power Supply (UPS) & Batteries	M7490	1 firms	6,000.00	RFQ	26/01/2022	09/02/2022	23/02/2022	03/03/2022	10/03/2022	24/03/2022	31/03/2022	14/04/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	27	IFB No. LRA/RFQ/012/2022	RAMs, Hard Drives & Cables	G4730	Assorted	10,000.00	RFQ	26/01/2022	09/02/2022	23/02/2022	03/03/2022	17/03/2022	24/03/2022	31/03/2022	14/04/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	28	IFB No. LRA/RFQ/013/2022	Printers & Scanners	G4759	Assorted	10,000.00	RFQ	27/01/2022	10/02/2022	24/02/2022	04/03/2022	11/03/2022	18/03/2022	25/03/2022	08/04/2022	N/A	02/12/2022
Update																	
Act.																	
Planned	29	IFB No. LRA/RFQ/014/2022	Christmas Package	G4773	Assorted	10,000.00	RFQ	24/10/2022	07/11/2022	21/11/2022	29/11/2022	06/12/2022	13/12/2022	20/12/2022	03/01/2023	N/A	02/12/2022
Update																	
Act.																	
Grand Total			Subtotal			36,000.00											
						\$956,085.00											

Prepared By: Lovetta W.J. Williams  
Manager/Procurement Section

Approved: Thomas Doe  
Head of Procurement Committee

Date:





## Notes to the Procurement Plan

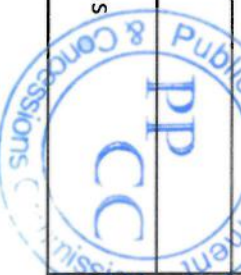
Item	Contract Package	Description
1	Stationery & Office Supplies	Envelopes, pens, papers, cartridges, folders, box files, etc.... and funded under the line Stationeries & Office Supplies
2	Medical Insurance	Insurance coverage for LRA employees and dependents: medical coverage for staff & and three(3) dependents using the National Competitive Bidding Procurement method @222,000 funded under the line Personnel Insurance
3	Printing and Binding Services	<p>Lot 1: Printing of Letter Head, Buasiness Card, banders, flyers,Calender etc @ \$10,000.</p> <p>Lot 2: Printing of Revenue Code &amp; Tariff Production, etc.@ 3,000.</p> <p>Lot 3. Printing of Corporate Strategic Plan, Printing of HR manual &amp; PED Policy etc @ \$4,000</p> <p>Lot 4. Printing of Revenue forms including Key SIGTAS forms , Custom forms and Domestic tax forms and other @8,000</p>
4	Repair & Maint. Generator	<p>Repair and maintenance services of 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 that is under warranty. The Mantrac Liberia is the 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. RFQ will be use to replace damage spare parts.</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 RFQs 2.5 Kva to 12 kva. Based on the geographical location of the various business offices.</p>
5	Internet Link & Connectivity	The LRA will Procure secondary internet link connectivity to enhance its Data Center Processing Units from Telecel Liberia and funded under line Telecommunication. As per Section 55 1(a) of the PPC Act 2010, the LRA will used Sole Source Method @ 37,300 for the contract package.
6	Signs and Designs	Printing and Fabrication of various Signs and Designs for LRA HQ, CBOs and TBOs and other locations funded under Budget line Tax Education
7	Repair & Maint. Vehicles	LRA will procured vehicles spare parts for 84 vehicles in Monrovia and Rural areas using RFQ Method. Note: For major servicing of vehicles assigned in Monrovia and rural areas the LRA will used the Sole Source Method to hire expertise and technical skill for repair and maintenance services . The servicing may also involve replacement of parts for 84 vehicles including preventive and regular maintenance services using in house mechanic.
8	SMS Tax Messaging	Tax Massages reminder to Tax Payers relative to due dates of payments on key Tax types as extension of currents services with Lonestar Cell and Orange funded under budget line Tax Education @ 10,000. 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.



Jan 11/2021





9	Software, Licences, Certificates, maintenance of Revenue System and Others	The provision of Licenses for Revenue Systems (SIGTAS, ASYCUDA, ORACLE) and Windows, Anti-virus, maintenance and professional support Services of US\$120,000.00 using Legal Dues & Compensation budget line. IPRAY Solution is the firm that initially issued the LRA License for (SIGTAS, ASYCUDA, ORACLE) they are required to maintain and provide support services. Next Technology Solution is the firm that Provide the Anti Virus for the client licenses & Enterpris Edition License, licenses for Microsoft offices, PABX, Cyberoam, Microsoft Windows for Computers used by LRA Staff. Therefore, as per Section 55 1a and 1t of the PPC Act 2010 , the contract package will be procured using Sole Source Method.
10	Vehicles and Bikes Insurance	Comprehensive insurance for 13 new vehicles including third party insurance. FOR 71 VEHICLES AND 48 BIKES and funded under budget line for Vehicles Insurance
11	Internet Routers & Switches	The LRA will Procure internet routers and switches for connectivity within LRA-HQ including major processing units using the National Competitive Bidding Method and funded under the budget line Telecommunication.
12	Radio Links & Moderns	Procurement of Radios & Moderns (Wireless Radio) for Customs Offices, Tax Business Office & HQ and moderns including various data packages, 1GB TO 20GB for LRA operations. This will be funded from the budget line item Internet Connectivity @2,700 and Telecommunication @ 3,000. Based on the threshold the package will be procured using RFQ Method.
13	Repair & Maintenance of Air Conditioner	Servicing and Spare parts for the Center Air Conditioner will be procured through a RFQ Method and the Standing Air Conditioners which were provided by Hadid Electronic, the Sole Distributors of Samsung Products. The servicing parts and spare parts will be procured under Sole Source Method from the original contractor and distributor and funded under Repair & Maintenance of ICT Equipment Budget Line.
14	Hall Rental Services	Hall rental shall be used for Workshops, Conferences, Seminars and Training funded under the budget lines Workshop, Conferences, Seminars, Symposia and local Training using RFQ Method of procurement. The CBO's and TBO's are in different locations, there will be a need for suitable hall for workshop and training as per the location of the 15 counties.
15	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
16	Revenue Receipts	Procurement of Revenue Receipts funded under lines Other Specialized Materials. Goods (Revenue Receipt) will be Sole Source to AFCONSAT Liberia Limited @42.5 each for 470 sets as per section 55 1(b) of the PPC Act 2010 . AFCONSAT has produced and supplied the LRA with Tax Clearance Certificate. Based on past performance and the unique security features on the Revenue Receipt, AFCONSAT is therefore requested to produce and supply the LRA Revenue Receipt which is a national revenue instrument that does not require a competitive process.
17	Web Hosting & SSL Certificate	Website Hosting and annual subscription SSL Certificate including publishing fees @5,000 will use sole sources Procurement method to Optimizer GmbH Wettingen that is the original website hoster, for funded under budget line Printing Binding & Publication Services.
18	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.
19	Uniforms	The LRA will procure Uniform and accessories for Customs, Tax payer services and Domestic Tax Staff from MATELCO Incorporated and funded from the budget line Other Specialized Materials @25,000 and Tax Education @42,900. Therefore, as per Section 55 1b of the PPC Act 2010, the contract package will be procured using Sole Source Method.



*Handwritten signature and date: 10/10/2021*



20	Cleaning Materials	The LRA will procure 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).
21	Repair & Maintenance Property (Civil)	The LRA has various civil works repair and maintenance to be carried out during fiscal year 2022 at HQ, 16 collectorate windows in Monrovia and 38 Tax and customs offices throughout the country. With these various geographical locations of Tax and Customs Business Offices, it will be difficult to get a single firm for execution of the contract package. Therefore, the LRA will use RFQ method for Repair and Maintenance Services. This contract package is funded under the budget line for repair and Maintenance of Civil.
22	Photocopiers & Shredders	The LRA will procure photocopiers & Shredders which will be used in various offices and will be funded under the budget line item Computer Supplies, Parts Cablings by the use of the RFQ methods @ 10,000
23	Fire Certificate	The LRA will procure Fire Certificate funded under the lines Other Specialized Materials and by the use of the RFQ Methods @5,000
24	Procurement of Desktop and laptop Computers	Procurement of Desktops and Laptops including accessories for use by LRA Staff at HQ and other staff of TBO & CBO to be funded under Computer Supplies, Parts & Cablings Budget Line.
25	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 net basis @ 9,995.00
26	Universal Power Supply (UPS) & Batteries	The LRA will procure Universal Power Supply APC 20KVA, 15KVA, 10KVA etc for Data Servers and APC Batteries. This procurement activity will be funded under Repair & Maintenance of ICT Budget Line
27	RAMs, Hard Drives & Cables	The LRA will procure Internal RAMs, Hard Drives (Storages Devices) & Internet cables etc... to be used by the MIS to collect data from suboffice around Monrovia and offices in of the LRA which will be funded under the budget line item Computer Supplies, Parts & Cablings Budget Line by the use of the RFQ methods @ 10,000
28	Printers & Scanners	The LRA will procure Printers and Scanner for various offices in and out of Monrovia which will be funded under the budget line item Computer Supplies, Parts & Cablings Budget Line by the use of the RFQ methods @ 10,000
29	Christmas Package	The LRA will procure Christmas Packages for staffs in and out of Monrovia which will be funded under the budget line item Entertainment and Representative by the use of the RFQ methods @ 10,000
30	Electricity	Power supply by LEC @ an estimate of US\$105,050.00 per annum
31	Tax Awareness	Tax & LRA sensitization messages on brochures, stickers, banners, fliers, walls, billboards, etc... Talk shows (studio discussions & call-in), airing of Tax jingle & 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\$50,000.00 per annum.
32	Domestic Daily Allowance	Allowance for Rural Tax & Customs Business Offices Staff payable monthly @ US\$81,888.00 per annum. This is funded under line item Domestic Daily Subsistence Allowance



  
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33	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
34	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 \$ 100,000.00. This is funded under line item Subscriptions @90,000 and Legal Dues & Compensation @ 10,000.
35	Annual rent	Estimated Annual rent for 4 offices in Monrovia and 25 offices around the country at \$876,678.00
36	Foreign Daily Allowance	Allowance for Staff payable for foreign meeting and training @ US\$ 25,000.00 per annum. This is funded under line item Foreign Daily Subsistence Allowance
37	Foreign Incidental Allowance	Allowance for Staff payable for foreign incidental expenses @ US\$ 5,000.00 per annum. This is funded under line item Foreign Incidental Allowance
38	Domestic Travel Incidental Allowance	Allowance for Staff payable for domestic incidental expenses @ US\$ 15,000 per annum. This is funded under line item Domestic Travel Incidental Allowance
39	Fees for Billboard	Payment of Minicipal fees to City Governments for various existing billboards at a total cost of US\$15,000.00. This is funded under the line item Operating Expenses
40	Employees Award	Reward to employees for performances at an estimated of \$4,000 per annum
41	Petty Cash	The LRA will execute other non planned activities that may arise from various offices at an estimated amount of \$85,000
42	Periodical	The LRA will make payment for magazine, newspaper and gazette @10,000 which is funded under the line item Newspapers, Books & Periodical
43	Specialized Books	The LRA will make procure books @10,000 which is funded under the line item Newspapers, Books & Periodical
44	Water & Sewage	Water and Sewage for LRA @ 12,000
45	Revenue Enforcement	Various enforcement activities including field operations, closure actions, court prosecution, assistance to other revenue generating MACs, Police operations, professional assistance, at US\$157,100.00. They shall be funded under Transfer to Revenue Enhancement @ 100,000 and Tax Education @57,100



*Jan 11/2022*  
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