

Republic of Liberia

Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

d PP 5

LDOA

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

Ref: PPCC/RL/OIC/067/'23

May 8, 2023

Hon. Edwina Crump-Zackpah

CHAIRPERSON

Liberia Telecommunications Authority

Republic of Liberia

Dear Hon. Zackpah:

Subject: RECEIPT AND APPROVAL OF THE LIBERIA TELECOMMUNICATIONS AUTHORITY ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2023.

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Liberia Telecommunications Authority Annual Procurement Plan for Fiscal Year 2023 in accordance with Section 40 (3) of the PPCA, 2010, and Section 55(d).

The Commission conveys to the Liberia Telecommunications Authority that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan, upon conclusion of stipulated processes.

The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission."

Please note that an approval of a method on the procurement plan is deemed as the Commission's full approval and as such a Procuring Entity will not be required to again request the use of said approved method.

Please note that all contracts which cumulative annual value above the threshold of US\$250,000.00 must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice. The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.

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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards.

Stevenson S. Yond

OFFICER-IN-CHÄRGE

Received by Amil

Liberia Telecommunications Authority
PROCUREMENT PLAN for Consultancy Services (SBA Budget)
Source of Funding: Internal Revenue
Fiscal year: 2023

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Approved By:

Liberia Telecommunications Authority PROCUREMENT PLAN for Consultancy -Budget Source of Funding: Internal Revenue Fiscal year: 2023

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May 5, 223

LIBERIA TELECOMMUNICATIONS AUTHORITY

PROCUREMENT PLAN (CONSULTANCY SERVICES)-SBA CORE BUDGET EXPLANATORY NOTES

FISCAL VEAR- 2023

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	RFP No. LTA/SBA/LCS/002/2023		RFP No. LTA/SBA/LCS/001/2023	710 0000	Contract Package Code	
	Accountancy Services		ICT Technical Consultant		Contract Package	FISCAL YEAR: 2023
budget line item 5-001 which has a total amount of USI 86,250.00 USD for Consultancy and the amount of USI on non on from the budget line 5005 will be use totaling	services to the LTA. This service is expected to main! include auditing, quick books customization and training include auditing.	001 which has a total amount of US\$86,250.00 fo Consultancy.	infrastructural related services. An amount of US:	Refers to the cost of hiring a consultant to offer IC	Collettol colleges access	Ontant of Contract Package

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RFP No. LTA/SBA/QCBS/003/2023	RFP No. LTA/SBA/QCBS/002/2023	RFP No. LTA/SBA/QCBS/001/2023
Market Researchers	Public Relations Consultancy/Media Services	Legal Services
Refers to the cost of filling approximations and analysis. An amount of US\$11,800.00 windle deducted from budget line item 5-001 (Consultancy which has a total amount of US\$86,250.00.	Refers to the cost of hiring consultant(s) on "As-needed" basis, especially for production and When-needed" basis, especially for production radio programs & television programs, media service etc An amount of US\$ 17,200.00 USD will be deducted from budget line item 5-001 (Consultancy) which has total amount of US\$ 86,250.00 for Consultancy.	Refers to the cost of selecting Lawyers or Law firm(s) of an "As-needed and When-needed" basis to provide legical and a services (opinions, advice, etc.) to the LTA. Due to the sensitive nature of legal issues arising in the sensitive nature of legal issues arising in the use of the Consultant's Qualifications method as on the use of the Consultant's Qualifications method as on the services. An amount of the services. The procurement will be used to procure these uses 86,250.00 USD will be financed by two (services. The procurement will be financed by two budget lines namely; Consultancy 5-001 (US\$17,000.00 and Litigation 5-002 (US\$46,800.00). This procurement will be focused on Legal Services.

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LIBERIA TELECOMMUNICATIONS AUTHORITY

PROCUREMENT PLAN (CONSULTANCY SERVICES)-CORE BUDGET EXPLANATORY NOTES
FISCAL YEAR: 2023

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		RFP No. LTA/QCBS/001/2023		Contract Package Code		
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86.250.00 for Consultancy.	001 (Consultancy) which has a total amount of US\$	responsibility of Spectrum Equipment. All allocate of Spectrum Equipment. All allocate of Spectrum Equipment.	Refers to the cost of hiring a consultant to offer oversight		Content of Contract rachage	

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LIBERIA TELECOMMUNICATIONS AUTHORITY PROCUREMENT PLAN for Goods & Services (Non-Consultancy) -SBA Budget Source of Funding:Internal Revenue Fiscal year: 2023

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Date: 04-18-23

may 8, 2023

Prepared By:

Head of Entity/Chairperson Procurement Committee

Approved By:

ITEM NO. IFB No. LTA/SBA/ RFQ/003/ 2023 PACKAGE NUMBER (CODE) CONTRACT PACKAGE Printing & Binding BUSINESS ACTIVITY CODE C1812 BASIC DATA 1 Firm 24 ESTIMATED PROCUR TECHNICAL PREP. OF BID OCCUMENT SPECS BID COCTECH RELEASE OF BLIC OPENING REPORT EVALUATION OF BID OCCUMENT SPECS BID COC BLIC OPENING REPORT EVALUATION 9,000.00 RFQ 9,000.00 Nine Thousand United States Dollars PROCUREMENT PLAN for Goods & Services (Non-Consultancy) -SBA Budget
Source of Funding:Internal Revenue
Fiscal year: 2023
7 8 9 10 11 12 1 3/14/2023 3/22/2023 3/29/2023 4/5/2023 4/12/2023 IMPLEMENTATION DATES 4/19/2023 4/26/2023 CONTRACT AWARD & SIGNING 5/3/2023 PAYMENT INSPECTION (MOBILIZ (SUBSTANTIA) N/A 12/31/2023

Approved By:

Head of Entry/Chairperson Procurement Committee

PLANNE

626-18-23

ACCEPTANCE &

12/31/2023

May 8 2223

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LIBERIA TELECOMMUNICATIONS AUTHORITY

PROCUREMENT PLAN (GOODS & NON-CONSULTANCY SERVICES)-SBA CORE BUDGET EXPLANATORY NOTES FISCAL YEAR: 2023

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repairs on chairs, tables, doors and fixtures. The budget line repairs on chairs, tables, doors and fixtures. The budget line	Repair & Maintenance - Furniture	IFB No. LTA/SBA/RFQ/001/2023	ω
budget notes.			.,
3-001-\$500.00 3-002-\$14.000.00, 3-000 \$1,500, \$18,000.00 which is equal to US\$39,500; see attached			
US\$26,500.00 will be drawn from the following budget lines:			
Refers to the cost of collulacing die screece. The total of firm in providing catering services. The total of	Events Catering	IFB No. LTA/SBA/NCB/001/2023	2.
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implementing this procurement.			
Generators & Staff) is expected to be dulized in			
7-004 - US\$637,680.00 (Gasoline/Fuel/Lubricant -Vellicies,			
estimated rate of 5.50 USD per gallon. The budget life item			
intends on procuring approximately 115,941 gallois at the			
Gasoline or Diesel in conducting trils procar effects. The			
highest available petroleum product price			
entire fiscal period 2023. The LIA interior on using the		IFB No. LTA/SBA/RB/001/2023	
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Service Services

		6 IFB No. LTA/SBA/NCB/003/2023				5. IFB No. LTA/SBA/NCB/002/2023	4. IFB No. LTA/SBA/RFQ/002/2023	
		Security Guard Services				Vehicle Rental	Repairs & Maintenance- Civil Works	
A A A A A A A A A A A A A A A A A A A	The budget line 5-003 (US\$ 120,000.00 - Security Guard Services) is expected to be used in executing this procurement.	This contract package refers to the cost of inverse competent private security firm in Liberia to provide security guard services at current Head Office and the residences of the Commissioners.	Outside Monrovia- 3. SUV @ US\$ 275.00 per day.	 SUV @ US\$ 175.00 per day Sedan @ US\$100.00 per day 	Within Monrovia-	This contract package released to the contract package released to the vehicle rental services as per below: This is taken from various budget lines: 2-002 - US\$ 5,500(Local Travel & Subsistence), 3001 -US\$6,000, 3003 -US\$6,000.00, 3004 - US\$ 10,000.00	Refers to the cost of conducting minor renovations, repairs within the interior and exterior spaces of the LTA's compound. This is taken from the budget line item 6-005 (Repairs & Maintenance – Office Building- US\$25,000.00): (Masonry and carpentry (plastering, painting, facing, leakages, etc.)	US\$10,055.00) is expected to be utilized in implementing this procurement. This procurement is expected to be implemented in lots. Lot 1: Repairs of Furniture Lot 2 (chairs and desks): and Lot 2: Repairs of Fixtures (air conditioners, icebox, microwave, etc).

		8 IFB No. LTA/SBA/NCB/005/2023	7 IFB No. LTA/SBA/RB/002/2023
		Printing & Binding Services	Airlines Tickets
The total amount reflected under the budget for 4-001 (Printing & Publication) is US\$ 9,000.00. This will be utilized to conduct printing and publication.	 Letter Head-20 Reams Envelopes-20 Packs Vouchers- 1,500 Pages Annual Report- 500 Copies Licensing Certificates-5 Reams Call Cards:35,000 Pieces Invoices: 5 Reams Purchase Orders Booklet: 50 Pieces Banners and posters 	This contract package refers to the total cost of procuring the following items:	This contract package refers to the total cost of procuring Airline Tickets for the Fiscal Year 2023. The total Airline tickets to be procured are approximated 30 travels obtained from historical records. The amount of US\$41,400.00 was deducted from budget line 2-001 Foreign Travels & Daily Subsistence and US\$46, 480.00 was also deducted from budget line 7-006A (HR Development & Training) to sum up US\$87,880.00 for these travels. The balances from these budget line items will be used for daily subsistence allowance for Commissioners and employees local and foreign travels.

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LIBERIA TELECOMMUNICATIONS AUTHORITY PROCUREMENT PLAN for GOODS, WORKS, & SERVICES - NON SBA Source of Funding:Internal Revenue Fiscal year, 2023 Fiscal yea

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Head of Entity/Chraft

Approved By:

LIBERIA TELECOMMUNICATIONS AUTHORITY
PROCUREMENT PLAN for GOODS, WORKS, & SERVICES - NON-SBA (E.)
Source of Funding:Internal Revenue
Fiscal year: 2023

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Prepared By:

Date 04-17-23

Edwind Q. Zackpdh Head of Entity/Chairperson Procurement Committee

Sign Share

LIBERIA TELECOMMUNICATIONS AUTHORITY PROCUREMENT PLAN for GOODS, WORKS, & SERVICES NON-SBARRING Source of Funding:Internal Revenue Fiscal year: 2023

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Prepared By:

Approved By:

Edwina C. Zackpah Head of Entity/ Chairperson Procurement Committee

LIBERIA TELECOMMUNICATIONS AUTHORITY PROCUREMENT PLAN for GOODS, WORKS, & SERVICES: NON-SBASET Source of Funding:Internal Revenue Fiscal year: 2023 7 8 9 10 111 12 13 13 1

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Acting Head of Entity/Chairperson Procurement Committee

Approved by:___

Date: 04-18-23

May 8, 2013

LIBERIA TELECOMMUNICATIONS AUTHORITY

PROCUREMENT PLAN (GOODS, WORKS & NON-CONSULTANCY SERVICES) – SBA BUDGET EXPLANATORY NOTES FISCAL YEAR: 2023

Item	Contract Package Code	Contract Package	Content of Contract Package
٠٠٠٠	IFB No. LTA/NCB/001/2023	Vehicle Repairs	Refers to the total cost of conducting routine maintenance services (3,000 mileage), corrective and preventive maintenance as per occurrence. The LTA currently owns six (6) functional Vehicles with additional three (3) vehicles expected to be procured before the end of Fiscal Year 2023. The budget
			to be procured before the end of Fiscal Year 2023. The budget line—item—6-001—(Repairs—& Maintenance-Vehicle—US\$24,500.00) will be utilized. The amount of US\$ 15,000.00 will be used for this procurement while the balance US\$ 9,500.00
			will be used for spare parts in the next note.
2	IFB No. LTA/RFQ/001/2023	Spare Parts - Vehicles	The LTA intends to use US\$9,500.00 from the budget line item 6-001 (Repairs & Maintenance-Vehicles US\$24,500.00) for the procurement of assorted spare parts for five (5) utility vehicles
			are obsolete but are being used by the LTA because they still have economic values.
ယ	IFB No. LTA/NCB/002/2023	ICT System Maintenance	Refers to the total cost of maintaining existing ICT infrastructure at the LTA. These items include Cisco networks
		v.	and repairing, maintenance and servicing of printers computers and other hardware. The budget line item 6-004 (ICT
			System Maintenance -US\$ 11,975.00) is expected to be utilized
4	IFB No. LTA/RFQ/002/2023	Répairs & Maintenance - Generators	The LTA intends to use US\$3,000.00 from the budget line item 6-002-Repairs & Maintenance-Generators (US\$9,600.00) for
			the cost of performing corrective and preventive maintenance

2			8 IFB No. LTA/RB/001/2023	7 IFB No. LTA/RFQ/004/2023		6 IFB No. LTA/NCB/003/2023
60 d			Scratch Cards	Cleaning Materials		Stationery & Supplies
ion	The LTA is recommending the use of Sole Source due to PPC Act 55 1 (a) notable as MTN/Lonestar & Orange are the only manufacturers of the mentioned scratch cards. This amount is taken from the budget line items 7-007. Telecommunications	MTN/Lonestar 404 pcs per month @ 5.00 USD Orange 606 pcs per month @ 5.00 USD	oci accii. coi ac	Refers to the total cost of procuring assorted office cleaning materials to be used by the LTA. The amount of US\$ 10,000.00 provided is a portion from the total in the budget line item 7-001(Office & Stationery /Cleaning Materials)	Note that under the budget line item7-001-Office Supplies & Stationery/Cleaning Materials), there is US\$ 25,000.00 but US\$ \$10,000.00 will be used for stationery & supply items and additionally, stationery costs from various budget line items to additionally, stationery costs from various budget line items to support programmatic activities include the following thereby support programmatic hearing/Local Meetings\$ 600.00 1. 3-002 Public Hearing/Local Meetings\$ 600.00 2. 3-003 Staff Retreat/Strategic Planning\$ 3,000.00 3. 3-004 Stakeholders Sensitization	Refers to the total cost of procuring assorted stationery items. These items are expected to be divided into Lots as: Lot 1 – Stationery Supplies (Papers & Assorted ItemsA4, Legal, Notepad, Stick on Pad, etc.). Lot 2 - Ink & Cartridges (including toners).

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		5 IFB No. LTA/RFQ/003/2023	
)	• En	on four (4) genera service includes re Lot I: Rewinding a. Armat b. Excite c. Main s d. Engin e. Trans The LTA intends a for the purchasin fuel filters, and maintenance ser used by the LT Generator Tech purchased and c LTA Technicians	
	Lubricants (Servicing Materials) Engine Oil- 400 Gallons Air Filter -100 Pieces Fuel Filter -100 Pieces Coolant - 50 Pieces Automatic Voltage Regulator Key starter Injector pump Nozzles Fan belts Radiator Bearing Lift Pump	on four (4) generators currently being used by the LIA. He service includes rewinding of the following items. Service includes rewinding of the following items. Service includes rewinding of the following items. Lot I: Rewinding a. Armature b. Exciter c. Main stator d. Engine overhaul, d. Engine overhaul, e. Transfer of generators, etc. e. Transfer of generators of from the budget line The LTA intends also to use US\$6,600.00 from the budget line item 6-002 (Repairs & Maintenance-Generators US\$9,600.00) item 6-002 (Repairs & Maintenance-Generators oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generator lubricants, engine oil, air filters, for the purchasing generators used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to perform routine fuel filters, and coolants to be used to per	The The

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Refers to the total cost of providing medical and the fish all cervices for one hundred fifty (150) LTA employees and four thirteen (413) dependents. It should be noted that this amount is not constant as the number of insured may fluctuate based on an increase in the number of employees and their dependents. The budget line item 7-012 (Medical & Life Insurance-Employees-250,800.00) is expected to be utilized in implementing this procurement.	Personnel Life Insurance Services	IFB No. LTA/RB/003/2023	12
The LTA has developed, designed and launched a new website and it seeks to hire a qualified firm to maintain and provide technical services to the site. The budget line item 7-011 (Website Maintenance/Management) in the amount of US\$7,500.00 is expected to be utilized in implementing this procurement.			
Refers to the total cost of maintaining LTA's current website.	Website Hosting & Maintenance Services	IFB No. LTA/RFQ/005/2023	<u> </u>
Refers to the cost of procuring Christmas Baskets as gifts for selected Stakeholders. The total amount under this budget line 7-009 (End of Year Gift) is US\$25,000.00.	Christmas Baskets (Gifts)	IFB No. LTA/NCB/004/2023	10
\$44,447.20. This amount is taken from the budget line item (Telecommunications US\$101,118.00) These internet services have been sole sourced because LTA has existing internet dongles purchased from Orange Liberia in prior years.			
Refers to the cost of continuing with the services of existing internet facilities currently in use at the LTA. The subscription and replacement cost of these Orange internet modems, netboxes and netspots for a year will be approximately	Internet Services	IFB No. LTA/RB/002/2023	Ф
(US\$ 101,118.00) of which US\$ 60,670.80 will be used for the procurement of scratch cards and the remaining used on internet subscription.		•	

512/23

13 IFB No. LTA/RFQ/006/2023 Vehicle (Purchase of new vehicles) 14 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 15 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 16 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 17 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 18 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles) 19 IFB No. LTA/RB/004/2023 Electrical Appliances 10 IFB No. LTA/RB/004/2023 Electrical Appliances 10 IFB No. LTA/RB/006/2023 Doffice Equipment 10 IFB No. LTA/RB/006/2023 Office Equipment 11 IFB No. LTA/RB/006/2023 Office Equipment 12 IFB No. LTA/RB/006/2023 Office Equipment 13 IFB No. LTA/RB/006/2023 Office Equipment 14 IFB No. LTA/RB/006/2023 Office Equipment 15 IFB No. LTA/RB/006/2023 Office Equipment 16 IFB No. LTA/RB/006/2023 Office Equipment 17 IFB No. LTA/RB/006/2023 Office Equipment 18 IFB No. LTA/RB/006/2023 Office Equipment 19 IFB No. LTA/RB/006/2023 Office Equipm	S. Company			_
IFB No. LTA/RFQ/006/2023 Vehicle (Purchase of new vehicles of new vehicles) IFB No. LTA/NCB/005/2023 Vehicle (Purchase of new vehicles) Office Furniture Figure 1 Figure 1 Figure 1 Figure 1 Figure 1 Figure 2 Figure 2 Figure 2 Figure 3 Figure 3 Figure 4 total cost of procuring 3 generators. Due to the of existing generators necessitates of these equipment.	Generators	IFB No. LTA/NCB/007/2023	18	
IFB No. LTA/RFQ/006/2023 Vehicle (Purchase of new vehicles FB No. LTA/NCB/005/2023 Vehicle (Purchase of new vehicles Office Furniture FB No. LTA/RFQ/007/2023 Electrical Appliances Office Equipment	The budget line item 9-004 (Office Equipment-US\$45,000.00) is expected to be utilized in implementing this procurement.			
IFB No. LTA/RFQ/006/2023 Vehicle (Purchase of new vehicles of new vehicles) IFB No. LTA/NCB/005/2023 Vehicle (Purchase of new vehicles) Office Furniture Figure 1 Figure 1 Figure 2 Figure 2 Figure 2 Figure 3 Figure 3 Figure 4 the LTA. The items include: scanners, photocopiers, printers, shredders, computer and accessories, etc.	Office Equipment	IFB No. LTA/NCB/006/2023	17	
IFB No. LTA/RFQ/006/2023 Vehicle (Purchase of new vehicles IFB No. LTA/NCB/005/2023 Office Furniture	CTA. These items include: air-conditioners, iceboxes, water dispenser, percolators and etc. The budget line item 9-003 - Office Furniture & Fixtures-(US\$ 25,000.00) of which US\$ 10,000.00 will be used for this procurement.	Electrical Appliances	IFB No. LTA/RFQ/007/2023	16
IFB No. LTA/RFQ/006/2023 Vehicle (Purchase of new vehicles IFB No. LTA/NCB/005/2023 Office Furniture	The budget line item 3-003 (Office of implementing this US\$25.000.00) is expected to be utilized in implementing this procurement at the US\$15,000.00. The balance of US\$10,000.00 will be used to procurement electrical appliances, as indicated in the next package below.			
IFB No. LTA/RFQ/006/2023 Vehicle Insurance IFB No. LTA/RB/004/2023 Vehicle (Purchase of new vehicles	Refers to the total cost of procuring former. These items include: executive chairs, semi-executive chairs, visitor chairs, desks and etc.	Office Furniture	IFB No. LTA/NCB/005/2023	के
IFB No. LTA/RFQ/006/2023 Vehicle Insurance	icles) Refers to the total cost of procuring four (4) additional vehicles for LTA. The budget line item 9-001-Vehicle (180,000.00) is expected to be utilized in implementing this procurement. be utilized in implementing this procure for use by the LTA.	Vehicle (Purchase of new vehic	IFB No. LTA/RB/004/2023	14
the state of the s	Refers to the total cost of insuring all of LTA's vehicles for the period of one year. This procurement will come from the Budget Line: 7007 (15,795.00).	Vehicle Insurance	IFB No. LTA/RFQ/006/2023	ω

Market States

		19 JFB No. LTA/RB/005/2023	
3-001-\$ 8,000, 3-003-\$3,000, 3-004- \$10,000 which total is US\$ 13,800 as indicated in the attached budget notes.	four budget lines:	Hall Rental Refers to the total cost of renting halls, chairs, canopies, and tables, etc. for meetings, seminars, and staff retreats to be held either at the LTA's Head Office or locations to be identified. Please note that the total of US\$13,800.00 USD was taken from	The budget line item 9-006 (Generators- US\$45,000.00) is expected to be utilized in implementing this procurement and installation of the generators.

ADDITIONAL NOTES:

- Recurrent cost to be paid each month during the fiscal year 2023 as electricity bills to LEC in the sum total of US\$18,000.00 This amount is to be utilized from budget line item 7-008 Utility Electricity – US\$ 24,000.00).
- 2 Recurrent cost to be paid each month during the fiscal year 2023 as water & sewage to LWSC in the amount of US\$ 4,000.00. This amount is to be utilized from budget line item 7-008 Utility (Water – US\$ 24,000). The total of US\$ 6,000 is allotted for this package.
- ယ advertisements media coverage at LTA's functions, etc. This service is usually provided by Ministry of Information Culture & Tourism and the The budget line 4-003 (Media & Public Affairs) - Is intended to be used for media activities including public service announcements,
- Recurrent cost of \$60,000.00 to paid as office lease for 2024. This amount comes from Budget line 7-010.

amount is U\$22,200.00.

- The Budget line 9-008 in the amount \$2,000,000.00 represents allotment made in the Cash Plan for construction of LTA's Future Headquarters.
- Ġ A provision was made in the LTA Special Project Procurement Plan which PPCC approved in 2022