

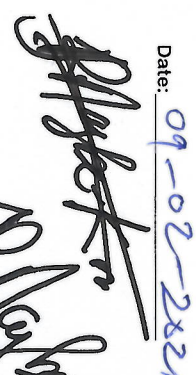

LIBERIA TELECOMMUNICATIONS AUTHORITY  
PROCUREMENT PLAN for GOODS, WORKS & NON CONSULTING SERVICES -SBA BUDGET  
Source of Funding: Internal Revenue  
Fiscal year: July 1-December 31, 2021

| 1 |  | 2 |  | 3 |  | 4 |  | 5 |  | 6 |  | 7 |  | 8 |  | 9 |  | 10 |  | 11 |  | 12 |  | 13 |  | 14 |  | 15 |  | 16 |  | 17 |  | 18 |  | 19 |  |
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Prepared By:  Date: 09-02-21  
Prince G. Gbahi, Jr.  
Procurement & Logistics Manager

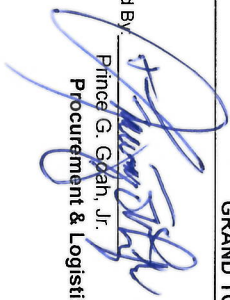
Approved By:  Date: 09-02-21  
Zolawon D. Titus  
Acting Head of Entity/Chairperson Procurement Committee




Date: 09-02-2021  
  


LIBERIA TELECOMMUNICATIONS AUTHORITY  
PROCUREMENT PLAN for GOODS, WORKS & NON CONSULTING SERVICES -SBA BUDGET  
Source of Funding: Internal Revenue  
Fiscal year: July 1-December 31, 2021

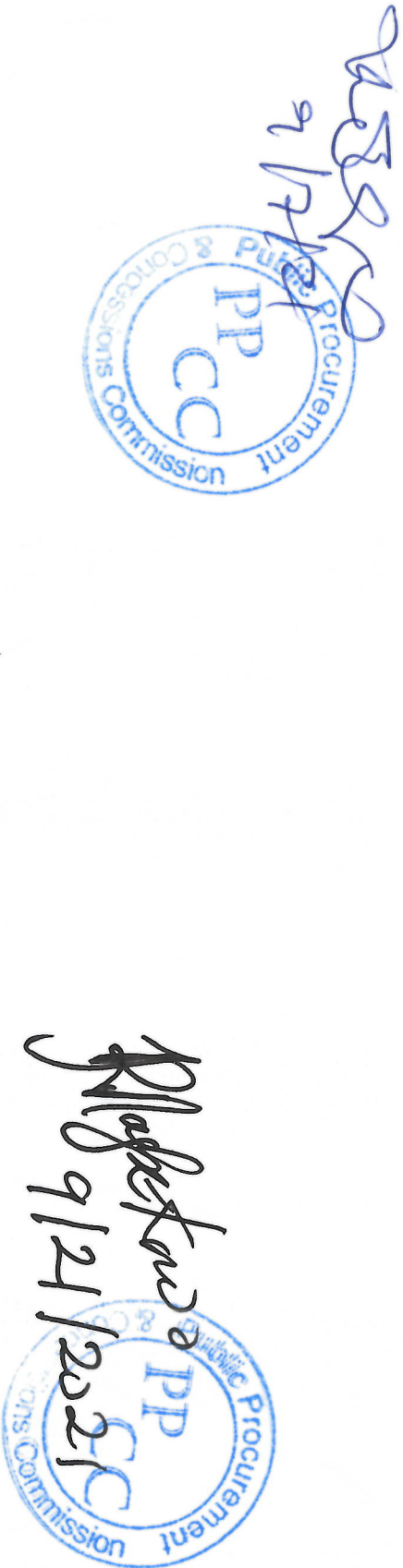
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|-------------|------------------------------|-----------------------------|------------------------|----------|----------------------|---|------------------------------|-----------------------|---------------------------------|-------------------------------------|-------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------------|---------------------------------------|----------------------------|----|
| 1           | 2                            | 3                           | 4                      | 5        | 6                    | 7   | 8                            | 9                     | 10                              | 11                                  | 12                            | 13                                  | 14                                  | 15                       | 16                             | 17                                    | 18                         | 19 |
| BASIC DATA  |                              |                             |                        |          |                      |   |                              |                       |                                 |                                     |                               |                                     |                                     |                          |                                |                                       |                            |    |
| ITEM NO.    | PACKAGE NUMBER (CODE)        | CONTRACT PACKAGE            | BUSINESS ACTIVITY CODE | QTY      | ESTIMATED COST (USD) | PROCUREMENT METHOD                              | TECHNICAL SPECS/BOD DRAWINGS | PREP. OF BID DOCUMENT | PC APPROVAL - BID DOCTECH SPECS | BID INVITATION & RELEASE OF BID DOC | BID SUBMISSION/PU BLC OPENING | SUBMISSION OF BID EVALUATION REPORT | PC APPROVAL - BID EVALUATION REPORT | CONTRACT AWARD & SIGNING | ADVANCE PAYMENT (MOBILIZATION) | DELIVERY, INSPECTION & SUBSTANTIATION | ACCEPTANCE & FINAL PAYMENT |    |
| PLANNE D 8  | IFB No. LTA/SBA/NCB/003/2021 | Printing & Binding Services | C1812                  | 1 Firm   | 20,000.00            | NCB   | 7/15/2021                    | 7/22/2021             | 7/29/2021                       | 9/6/2021                            | 10/4/2021                     | 10/11/2021                          | 10/18/2021                          | 10/25/2021               | N/A                            | 12/31/2021                            | 12/31/2021                 |    |
| PLANNE D 9  | IFB No. LTA/SBA/RFC/005/2021 | Newspapers & Magazine       | G4761                  | Assorted | 1,050.00             | RFQ   | 7/15/2021                    | 7/22/2021             | 7/29/2021                       | 9/6/2021                            | 10/4/2021                     | 10/11/2021                          | 10/18/2021                          | 10/25/2021               | N/A                            | 12/31/2021                            | 12/31/2021                 |    |
| UPDATE      |                              |                             |                        |          |                      |   |                              |                       |                                 |                                     |                               |                                     |                                     |                          |                                |                                       |                            |    |
| ACTUAL      |                              |                             |                        |          |                      |   |                              |                       |                                 |                                     |                               |                                     |                                     |                          |                                |                                       |                            |    |
| GRAND TOTAL |                              |                             |                        |          | 21,050.00            | Twenty One Thousand Fifty United States Dollars |                              |                       |                                 |                                     |                               |                                     |                                     |                          |                                |                                       |                            |    |

Prepared By:  Date: 09-02-21

Approved By:  Date: 09-02-2021

Prince G. Grah, Jr.  
Procurement & Logistics Manager

Zotawon D. Titus  
Acting Head of Entity/Chairperson Procurement Committee





# PROCUREMENT PLAN (GOODS & NON-CONSULTANCY SERVICES)-SBA CORE BUDGET EXPLANATORY NOTES

## Content of Contract Package

| Item No. | Contract Package Code        | Contract Package                          | Content of Contract Package   |
|----------|------------------------------|---|---|
| 1.       | IFB No. LTA/SBA/RB/001/2021  | Petroleum Products                        | Refers to the cost of procuring petroleum products for entire fiscal period 2021. The LTA intends on using highest available petroleum product price i.e. Gasoline or Diesel in conducting this procurement. The intends on procuring approximately 52,260 gallons at estimated rate of 4.00 USD per gallon. The budget line 7-004 (Gasoline/Fuel/Lubricant -Vehicles, Generator Staff) is expected to be utilized in implementing procurement. |
| 2.       | IFB No. LTA/SBA/NCB/002/2021 | Events Catering                           | Refers to the cost of contracting the services of a caterer firm in providing catering services. The total of 22,500.00 will be drawn from the following budget lines 3-001, 3-002, 3-003, 3-004 & 4-002; see attached budget notes.  |
| 3.       | IFB No. LTA/SBA/RFQ/001/2021 | Maintenance & Repair-Furniture & Fixtures | Refers to the total cost of hiring competent firms to conduct repairs on chairs, tables, doors and fixtures. The budget line item 6-003 (Repair & Maintenance-Furniture/Fixtures) is expected to be utilized in implementing this procurement. This procurement is expected to be implemented in lots 1: Repairs of Furniture Lot 2 (chairs and desks): and Lot 3 (tables and doors).   |

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|    |                               |   |  |
|----|-------------------------------|---|--|
|    |                               |   | Repairs of Fixtures (air conditioners, icebox, microv etc).  |
| 4. | IFB No. LTA/SBA/Rfq/002/2021  | Repairs & Maintenance- Non Residential Building | Refers to the cost of conducting minor renovations, re and construction within the interior and exterior spac the LTA's compound. These works are divided into lots<br>Lot 1: Masonry and carpentry (plastering, painting, fa leakages, etc)<br>Lot 2: Plumbing (repairs of commodes, facets, pipes, basins, etc)<br>Lot 3: Installation of Razor Wires and Fire Extinguisher<br>Lot 4. Repairs and Maintenance of Security Booth<br>The budget line item 6-005 (Repairs and Maintenance C Building) is expected to be utilized in implementing procurement. |
| 5. | IFB No. LTA/SBA/NCB/002/20/21 | Vehicle Rental                                  | This contract package refers to the total cost of proc vehicle rental services as per below:<br>Within Monrovia-<br>1. SUV @ US\$ 175.00 per day<br>2. Sedan @ US\$100.00 per day<br>Outside Monrovia-<br>3. SUV @ US\$ 275.00 per day.<br><br>The amount of US\$14,700.00 will be used to hire or vehicles. The amount above was extracted from following budget line items: 2-002, 3-001, 3-003, 3-004-002. Please see attached budget notes.  |
| 6  | IFB No. LTA/SBA/RB/002/2021   | Security Guard Services                         | This contract package refers to the cost of hiri competent private security firm in Liberia to pr security guard services at current Head Office and residences of the Commissioners.  |



*Signature*  
9/21/2021



|   |                              |                             |  |
|---|------------------------------|-----------------------------|--|
|   |                              |                             | The budget line 5-003 (Security Guard Services) is expected to be used in executing this procurement.  |
| 7 | IFB No. LTA/SBA/RB/003/2021  | Air Tickets                 | This contract package refers to the total cost of procuring Airline Tickets for the Fiscal Year 2021. The total Airline Tickets to be procured are approximated 15 travels obtained from historical records. The amount of US\$21,600.00 deducted from budget line 2-001 Foreign Travels & Subsistence and US\$18,300.00 was also deducted from budget line 7-006A (HR Development & Training) to sum up to US\$39,900.00 for these travels. The balances from the budget line items will be used for daily subsistence allowance for Commissioners and employees local and foreign travels. |
| 8 | IFB No. LTA/SBA/NCB/003/2021 | Printing & Binding Services | This contract package refers to the total cost of procuring the following items:<br>1. Letter Head-20 Reams<br>2. Envelopes-20 Packs<br>3. Vouchers-1,500 Pages<br>4. Annual Report- 500 Copies<br>5. Licensing Certificates-5 Reams<br>6. Call Cards:35,000 Pieces<br>7. Invoices: 5 Reams<br>8. Purchase Orders Booklet: 50 booklets<br>9. Banners and posters<br>The total amount reflected under the budget for 4 (Printing & Publication) is US\$ 20,000.00 and would be utilized for the procurement.  |
| 9 | IFB No. LTA/SBA/RFQ/005/2021 | Newspapers & Magazines      | This package is intended to contract an individual/firm to supply local dailies and national and international newspapers and journals. This amount is budget line 7 (Newspaper & Magazine Subscription).  |

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Public Procurement  
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9/21/2021