

Liberia Maritime Authority  
Procurement Plan( SBA Core Budget)  
Source of Funding: Corporate Budget  
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	
	BASIC DATA										IMPLEMENTATION DATAS										
	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		
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																					
Actual																					
Planned	2	IFB NO. LIMA/SBA/RB/001/20/21	Petroleum Product (Diesel & Gasoline)	G-4661	57,274 Gals @ \$3.50	\$200,460.00	RB	7/1/2020	7/30/2020	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																					
Actual																					
Planned	4	IFB NO. LIMA/SBA/NCB/003/20/21	Scratch Cards	I-6190	9024 @ \$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-3811	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																					
Actual																					
			Sub total			\$341,670.00															

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

APPROVED BY:  RODOLPHE CHARLES A. GONO  
ACTING COMMISSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: .....  
Date: September 11, 2020

  
9/18/20



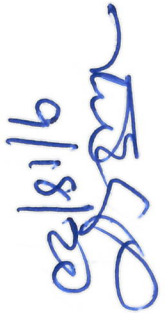

Liberia Maritime Authority  
Procurement Plan( SPA Core Budget)  
Source of Funding: Corporate Budget  
July 1, 2020- June 30, 2021

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	BASIC DATA										IMPLEMENTATION DATAS									
	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	
Planned	6	IFB NO. LIMA/SBA/RFQ/001/20/21	Vehicle Insurance Service	K-6512	1 Firm	\$9,000.00	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	7	IFB NO. LIMA/SBA/NCB/005/20/21	Air Ticket	N-7911	Assorted	\$61,100.00	NCB	7/1/2020	7/19/2020	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	8	IFB NO. LIMA/SBA/NCB/006/20/21	Repairs & Maintenance Civil	F-1100	4 Building	\$40,000.00	NCB	7/1/2020	7/19/2020	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	9	IFB NO. LIMA/SBA/RFQ/002/20/21	Repairs & Maintenance Machinery & Equipment	S-9511	1 Firm	\$8,000.00	RFQ	7/1/2020	7/19/2020	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	10	IFB NO. LIMA/SBA/NCB/007/20/21	Catering & Hall Rental Services	I-6190 L-6810	1 Firm	\$22,950.00	NCB	7/1/2020	7/19/2020	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			\$141,050.00														

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ALEXANDER B. MITCHELL  
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APPROVED BY:   
HON. CHARLES K. GONO  
ACTING COMMISSIONER/HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: \_\_\_\_\_  
Date:  8/11/2020

  
9/18/20  




Liberia Maritime Authority  
Procurement Plan(SBA Core Budget)  
Source of Fundings: Corporate Budget  
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
	BASIC DATA										IMPLEMENTATION DATAS									
	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	
	Planned Update	11	IFB NO. UIMA/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	
	Actual																			
	Planned Update	12	IFB NO. UIMA/SBA/NCB/009/20/21	Communication Surveillance Monitoring Equipment	J-6130	Assorted	\$16,940.00	NCB	7/1/2020	7/9/2020	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	
	Actual																			
	Planned Update	13	IFB NO. UIMA/SBA/RB/009/20/21	Medical & Life Insurance	K-6511	1 firm	\$99,024.00	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	
	Actual																			
	Planned Update	14	IFB NO. UIMA/SBA/NCB/010/20/21	Vehicle Maintenance Service	G-4520	1 firm	\$13,600.00	NCB	7/1/2020	7/9/2020	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	
	Actual																			
			Grand total			\$623,094.00														

PREPARED BY: *AM*  
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PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

APPROVED BY: *CC*  
HON. CHARLES A. GORGE  
ACTING COMMISSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: \_\_\_\_\_

Date: September 11, 2020




*CC*  
*9/11/2020*

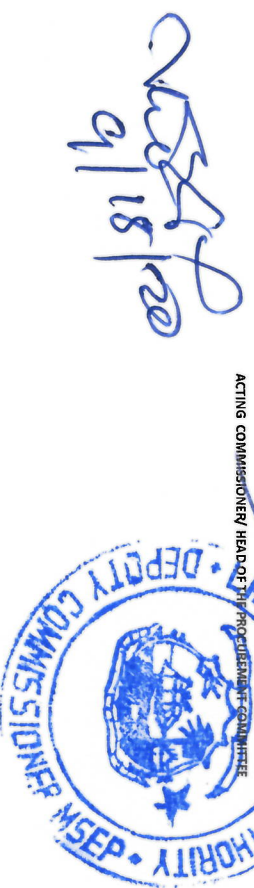
Liberia Maritime Authority  
Procurement Plan SBA Core Budget Explanatory Note  
Fiscal Year 2020/2021

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. LIMA/SBA/NCB/005/20/21	Vehicle Rental Service	This object of procurement is drawn from the budgetary line Transportation Assorted, because this event occurs when on the Authority must rent vehicles for it's internal staffs, Guests, local's inspections to the coastal counties, etc. \$29,445.00
2	IFB NO. LIMA/SBA/RB/001/20/21	Petroleum Product	This procurable 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. \$200,480.00.00 @ \$3.50 = 57,274 Gall. This procurable was drawn from the budgetary line Stationery and supplies \$57,935.00 The Authority intends to purchase: (a) 20 pkt pens, (b) 20 pkt pens, (c) 30 Record Books (D) 14 paper 100 boxes, (e) Legal paper 50 boxes, 25 boxes folders, (f) 25 boxes manilla folders, (g) 25 boxes envelope, (h) 50 pcs Printers Cartridges, etc.\$26,645.00.00, Janitorial Supplies \$15,640.00 and Cammen supplies \$15,640.00
3	IFB NO. LIMA/SBA/INCB/002/20/21	Stationery Supplies	
4	IFB NO. LIMA/SBA/NCB/003/20/21	Scratch Cards	This contract package is drawn from the budgetary line Communication. The Authority intends to procure scratch cards for its staff's communication purpose. \$45,120.00 @ \$5.00=9,024 pcs
5	IFB NO. LIMA/SBA/NCB/004/20/21	Printing & Binding	This procurable was drawn from the budgetary line Printing and Binding Assorted, because the Authority does not know the quantities of documents that will be binded and/or printed for this fiscal year. However, this amount is allocated for printing and binding of the following items (a) Certificates (b) LIMA Acts (c) Annual Reports (User Agreement), etc. \$40,000.00USD
6	IFB NO. LIMA/SBA/RBQ/001/20/21	Vehicle Insurance	This procurable was drawn from the budgetary line Vehicle Insurance. The Authority intends to insure Ten (10) utility vehicles under Comprehensive Coverage. \$9,000.00
7	IFB NO. LIMA/SBA/NCB/005/20/21	Air Ticketing	This Contract Package is derived from the budgetary line Item Foreign Travel \$126,750.00. 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.
8	IFB NO. LIMA/SBA/NCB/006/20/21	Repairs and Maintenance Civil	This procurable 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. \$40,000.00USD
9	IFB NO. LIMA/SBA/RBQ/002/20/21	Repairs and Maintenance Machinery & office Equipment	This procurable was drawn from the budgetary line Maintenance Assorted, because the Authority must carry out equipment maintenance services when the need arises. \$9,000.00USD
10	IFB NO. LIMA/SBA/NCB/007/20/21	Catering /Hall rental Services	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 quantify them.
11	IFB NO. LIMA/SBA/NCB/008/20/21	Security Guard Service	This object of procurement derived from the budgetary line Item Professional Services \$235,300.00 which the Authority intends to hire a Security firm to protect the premises of the Authority@ MRW/KC, Bushrod Island. Security Guard Service \$16,800.00
12	IFB NO. LIMA/SBA/NCB/009/20/21	Communication Surveillance Monitoring Equipment	This procurable 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) to monitor the West African marine activities and to maintain its Communication's tower. \$16,980.00
13	IFB NO. LIMA/SBA/RB/003/20/21	Medical And Life Insurance	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
14	IFB NO. LIMA/SBA/NCB/010/20/21	Vehicle Maintenance Service	This object of procurement derived from the budgetary line Item Maintenance, the Authority intend to use said amount of \$13,600.00 for the maintenances of ten (10) utility's vehicles.
15	IFB NO. LIMA/SBA/NCB/011/20/21	Sensitivity Mapping Service	This contract package derived from the budgetary line Item Professional Services which the Authority intends to Maintain the service of this firm (West Africa RPID Solution & Natural Resources Management WARMI) that has an existing contract from the last fiscal year to explore and mapped up our coastal boundaries, Continental shelf and environmental sensitive areas. \$75,000.00 This Contract Package was drawn from the budgetary line Item Professional services \$235,300.00. The Authority intends to maintain it's 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 redcap an no objection from PCCC to hire a legal firm and the Authority intend to maintain this firm because of the confidentially nature of its legal affairs. It is an existing contract. -\$66,000.00
16	IFB NO. LIMA/SBA/SS/001/20/21	Legal Advisory Service	

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APPROVAL: \_\_\_\_\_  
DATE: Sept. 11, 2020





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

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	17	18	19	20							
				BASIC DATA								REQUEST FOR EXPRESSION OF INTEREST IF APPLICABLE										IMPLEMENTATION DATES				
	ITEM NO.	CODE	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	NO. OF FIRMS/ PERSONS	EST. COST (USD)	SELECTION METHOD	PREP. OF TOR & APPROVAL	PUBLICATION OF REOI	REOI CLOSING /OPENING DATE	SUBMISSION OF EVALUATION REPORT	PC APPROVAL OF EVALUATION SHORT LIST	PC APPROVAL OF FINAL TOR/ RFP DOCUMENT	INVITATION FOR PROPOSAL	PROPOSAL SUBMISSION & OPENING DATE	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL COMBINE EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION FINAL REPORT & PAYMENT							
Planned																										
	1	RFP NO. LIMA/SBA/FBS/001/20/21	Specialised Technical Consultancy Services	M-7490	6 persons	\$37,500.00	FBS	7/1/2020	7/8/2020	7/30/2020	8/14/2020	8/21/2020	8/31/2020	9/7/2020	9/22/2020	10/8/2020	10/23/2020	10/30/2020	6/30/2021							
Update																										
Actual																										
Planned																										
	2	RFP NO. LIMA/SBA/SS/001/20/21	Auditing Consultancy Service	M-6920	1 Firm	\$40,000.00	SS	N/A	N/A	N/A	7/8/2020	7/15/2020	7/22/2020	6/29/2020	7/20/2020	7/27/2020	8/4/2020	8/10/2020	6/30/2021							
Update																										
Actual																										
			Grand Total			\$77,500.00																				

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

APPROVED BY: Mon. Charles A. Gomo  
MON. CHARLES A. GOMO  
ACTING COMMISSIONER / HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: \_\_\_\_\_  
Date: Sept 11, 2020



9/11/20

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

Contract Package Code		Contract Package		Content of Contract Package
1	RFP NO. LIMA/SBA/FBS/001/20/21	Specialized Technical Consultancy Services	This contract package derived from the budgetary line item Professional Services, which the Authority intends to hire Contractor's (a valuer for the training department; five (5) persons for the Corporate Strategy and Policies Department); Authority's Staff: \$37,500.00.00	This contract package was drawn from the budgetary line item Professional Services, and it is Single Source because this payment is to be paid to the General Auditing Commission for auditing services that is on going.. \$40,000.00
	RFP NO. LIMA/SBA/SS/001/20/21			
2		Auditing Consultancy Service		

PREPARED BY:   
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HON. CHARLES A. GONO  
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APPROVAL: \_\_\_\_\_

DATE:  894.11.2020



  
9/18/20