

- PROCUREMENT PLAN FOR CONSULTANCY SERVICES



Liberia Petroleum Regulatory Authority

LPRA

**PROCUREMENT PLAN---SBA-CONSULTANCIES
SOURCE OF FUNDING: NATIONAL BUDGET
Fiscal Year: 2024 (January 2 – December 31, 2024)**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | |
|------------------|-----------------------|-------------------------------|------------------------|-----------------------|----------------------|-----------------------|----------------------------|---|-----------------------|---------------------------------|---|--|---|-------------------------|-------------------------------|---|--|--------------------------|---------------------------------------|----------|--|
| ITEM NO. | BASIC DATA | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | | |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | Business Activity Code | No. of FIRMS /PERSONS | ESTIMATED COST (USD) | SELECTION METHOD | PREP. OF TOR & PC APPROVAL | REQUEST FOR EXPRESSION OF INTEREST, if applicable | | | | | REQUEST FOR PROPOSALS AND APPROVAL OF AWARD | | | | | | | | |
| | | | | | | | | PUBLICATION OF REOI | REOI CLOSING/ OPENING | SUBMISSION OF EVALUATION REPORT | PC APPROVAL-EVALUATION REPORT/SHORTLIST | PREPARATION & SUBMISSION OF RFP DOCUMENT | PC APPROVAL - FINAL TOR/RFP DOCUMENT | INVITATION OF PROPOSALS | PROPOSAL SUBMISSION & OPENING | SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT | PC APPROVAL - COMBINED EVALUATION REPORT | CONTRACT AWARD & SIGNING | COMPLETION (FINAL REPORT) AND PAYMENT | | |
| PLANNED | 1 | RFP NO. LPRA/SBA/SSS/001/2024 | Legal Services-1 | M6920 | 1 | US\$60,000.00 | SSS | 3/15/24 | 3/22/24 | 4/12/24 | 4/22/24 | 4/29/24 | 5/6/24 | 5/13/24 | 5/20/24 | 6/18/24 | 6/28/24 | 7/05/24 | 7/19/24 | 12/23/24 | |
| UPDATE | | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | RFPNO: LPRA/SBA/QCBS/001/2024 | Legal Consultancy | M6910 | 1 | US\$42,000.00 | QCBS | 4/01/24 | 4/08/24 | 4/29/24 | 5/10/24 | 5/17/24 | 5/24/24 | 5/31/24 | 6/07/24 | 7/05/24 | 7/15/24 | 7/22/24 | 8/12/24 | 12/19/24 | |
| UPDATE | | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | | |
| SUB-TOTAL | | | | | | US\$102,000.00 | | | | | | | | | | | | | | | |

Prepared by:
Rufus F. McCarthy
Procurement Manager

Date: 7/16/2024
WSC/10
6/27/24

Approved by:
Marilyn T. Logan
Head of Entity/Chairman Proc. Committee

Date: 6/27/24

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| PLANNED | 3 | RFP NO. LPRA/SBA/LCS/001/2024 | Strategic HR Consultancy | M7020 | 1 | US\$15,000.00 | LCS | 3/22/24 | 3/29/24 | 4/15/24 | 4/22/24 | 4/29/24 | 5/07/24 | 5/14/24 | 5/21/24 | 6/20/24 | 6/28/24 | 7/05/24 | 7/22/24 | 12/20/24 |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 4 | RFPNO: LPRA/SBA/FBS/002/2024 | Audit & Internal Controls | M7020 | 1 | US\$25,000.00 | FBS | 4/01/24 | 4/08/24 | 4/29/24 | 5/10/24 | 5/17/24 | 5/24/24 | 5/31/24 | 6/07/24 | 7/05/24 | 7/15/24 | 7/22/24 | 8/09/24 | 12/19/24 |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| SUB-TOTAL | | | | | | US\$40,000.00 | | | | | | | | | | | | | | |

Prepared by: *Rufus F. McCarthy*
Rufus F. McCarthy
Procurement Manager

Date: 7/6/2024

Approved by: *Marilyn T. Logan*
Marilyn T. Logan
Head of Entity/Chairman Proc. Committee

Date: 6/27/24

OFFICE OF THE EXECUTIVE DIRECTOR
 Public Procurement & Concessions Commission

Handwritten signature and date
 6/27/24

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Liberia Petroleum Regulatory Authority

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**PROCUREMENT PLAN---SBA-CONSULTANCIES
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| PLANNED | 5 | RFP NO. LPRA/SBA/LCS/002/2024 | IT Consultancy | M7020 | 1 | US\$15,000.00 | LCS | 3/22/24 | 3/29/24 | 4/15/24 | 4/22/24 | 4/29/24 | 5/07/24 | 5/14/24 | 5/21/24 | 6/20/24 | 6/28/24 | 7/05/24 | 7/19/24 | 12/20/24 |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| SUB-TOTAL | | | | | | US\$15,000.00 | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | US\$157,000.00 | | | | | | | | | | | | | | |

Prepared by:
Rufus F. McCarthy
Procurement Manager

Date: 7/6/2024

Approved by:
Marilyn T. Logan
Head of Entity/Chairman Proc. Committee

Date: 8/27/24

Procurement Commission
Executive Director

08/27/24

- PROCUREMENT PLAN FOR CONSULTANCY SERVICES

EXPLANATORY NOTES TO PROCUREMENT PLAN

| Item No. | Contract Package Code | Contract Package | EXPLANATION |
|----------|------------------------------|----------------------------|---|
| 1 | IFBNO:LPRA/SBA/SSS/001/2024 | Legal Services-1 | Under this package and based on past performance record, the LPRA intends to hire a former executive in the oil and gas sector in Liberia to serve as a legal advisor during the licensing round and direct negotiations with oil companies. This advisor is being tapped because of her substantive knowledge of the oil and gas sector in Liberia and experience in leading negotiations with oil companies on behalf of Liberia. |
| 2 | IFBNO:LPRA/SBA/QCBS/001/2024 | Legal Consultancy | This package is intended to hire a local that will provide In-Country legal support on operational and regulatory matters. |
| 3 | IFBNO:LPRA/SBA/LCS/001/2024 | Strategic HR Consultancy | This package is meant to hire services related to restructuring, reduction in total labor force, and development of HR Policy and Manual. |
| 4 | IFBNO:LPRA/SBA/FBS/002/2024 | Audits & Internal Controls | This package is intended to underwrite the annual cost associated with GAC Audits and IAA assessments and internal controls. |
| 5 | IFBNO:LPRA/SBA/LCS/002/2024 | IT Consultancy | This package is intended to underwrite the cost of ongoing technical support for IT related services. |

Prepared By: 
PROCUREMENT MANAGER

Date: 7/16/2024

Approved: 
CHAIRMAN-PROCUREMENT COMMITTEE

Date: 6/27/24


 6/27/24

