



Liberia Water and Sewer Corporation

King Sao Boso Avenue, Front Street
Monrovia, Liberia

Explanatory Notes to the Calendar Year 2024 Procurement Plan of the Liberia Water and Sewer Corporation

NB: These notes provide detailed explanation for each contract package in relations to the entity's cash plan for calendar year 2024 and PPCC approved matrix.

Name of Entity: Liberia Water and Sewer Corporation (LWSC)
Procurement Plan: (Non Budget)
Explanatory Notes
Calendar YEAR: 2024

No.	IFB/RFP Reference Number	Contract Package	Detailed Content
1.	IFB NO.: LWSC/NCB/001/2024	Pipes and Fittings	<p>This Contract Package is from the Budget line items: Pipes and Fittings, Sewer System Repairs and Water System repairs. It is intended to purchase the below listed items during the calendar year 2024 to facilitate the smooth operations/repairs for both water lines in out of Monrovia and the Sewer lines of the day to day activities of the Corporation (LWSC):</p> <ul style="list-style-type: none"> A. UPVC Pipes -----361pcs B. PVC Pipes-----120pcs C. Coupling-----343pcs D. Elbows-----390pcs E. Tee-----75pcs F. Tapping Saddles----- 200pcs G. Repair Sleeve/Clamp-----150 pcs
2	IFB No.: LWSC/NCB/002/2024	Office Materials Supplies and Stationery	<p>This Contract Package is from the Budget line items: office supplies & Stationery & Office Equipment. It is intended to purchase the below listed items during the calendar year 2024, to enhance the day to day activities of the Corporation (LWSC)</p> <ul style="list-style-type: none"> A. A4 sheets-----100 ctns B. Legal sheets-----26 Ctns C. Filing Cabinet-----72pcs D. Printers.....5 pcs E. Ink pens-----158pks F. High Lighters-----234pks G. Perforators-----328pcs H. Correction Fluid Pen-----2 dozens

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			I. Stick on pad-----40 pcs J. Staple machine-----21 pcs K. Staple Pins Remover-----54pcs L. Record Book-----59 pcs M. Paper Glue-----40pcs N. Cartridges-----10 sets O. Printers-----6 pcs												
3.	IFB No.: LWSC/RB/001/2024	Vehicles Purchase	This Contract Package is from the Budget line items: Vehicles Purchase (Pickup), Vehicles Purchase (SUV). It is intended to purchase Seven (7) pickups & four (4) SUVs for the calendar year 2024 to facilitate LWSC operational activities. <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th>QTY</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Pickup -----</td> <td>6</td> <td>40,000-----240,000</td> </tr> <tr> <td>Double Cabin Pickup -----</td> <td>1</td> <td>45,000-----45,000</td> </tr> <tr> <td>SUV-----</td> <td>4</td> <td>40,000-----160,000</td> </tr> </tbody> </table>		QTY	TOTAL	Pickup -----	6	40,000-----240,000	Double Cabin Pickup -----	1	45,000-----45,000	SUV-----	4	40,000-----160,000
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4.	IFB No.: LWSC/NCB/003/2024	Safety Materials	This Contract Package is from the Budget line items: Safety Materials & Wearing Apparel. It intended to purchase 200 pcs of safety materials, gloves-250pcs, glasses-20pcs, protective gears-300psc, Steel toes Boots-300pcs etc. to be used by LWSC contractors and employees during calendar year 2024.												
5.	IFB No.: LWSC/RB/ 002/2024	Internet Connectivity	This Contract Package is from the Budget line items: Internet Service (Subscription fee) and Subscription and Periodical. It is intended to hire a firm that will provide internet service within LWSC building for the employees during the calendar year 2024.												
6.	IFB No.: LWSC/NCB/004/2024	Water Treatment Chemicals	This Contract Package is from the Budget line item: Water Treatment Chemicals. It is intended to purchase the following items during the calendar year 2024.: Hydrated Lime-18,700 (17kg) bags, Aluminate Sulfate -8,750 bags (50 kg) and High Test Hypochlorite (HTH) 1,162 Buckets (45 kg).												
7.	IFB No.: LWSC/RFQ/001/2024	5 - 10 ton Electric Hoist (lift)	This Contract Package is from the Budget line item: (5 - 10-ton Electric Hoist (lift) It is intended to purchase 5-10 tons Electric Hoist during the calendar year 2024.												
8.	IFB No.: LWSC/RFQ/002/2024	Welding Machine 5.5 kva	This Contract Package is from the Budget line item: Welding Machine 5.5kva. It is intended to purchase one set of Welding Machine -1 set (Used to weld 36"/16' pipes and all the Water lines in and around Monrovia; during the calendar year 2024.												
9.	IFB No.: LWSC/RB/003/2024	Gen. Sets Maintenance Service	This Contract Package is from the Budget line items: Genset Repair & Maintenance (Gantry, Fiamah and Head office). It is intended to hire a firm who will provide maintenance services for LWSC Gen Set in the areas stated during the calendar year 2024.												

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June 10, 2024

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10.	IFB No.: LWSC/RB/004/2024	Genset Spare Parts	This Contract Package is from the Budget line items: Gensets Synchronization & Genset Repair & Maintenance (Gantry, Fiamah and Head office). It is intended to purchase the following items: Generator spare parts (oil filters -20pcs, fuel filters-12pcs, seloniod head-20 pcs, Radiator hose-25pcs, vibrator Damper-20pcs, Electronic injector Module-21pcs. These items are to be used during the calendar year 2024.-
11.	IFB No.: LWSC/RFQ/003/2024	IT Supplies	This Contract Package is from the Budget line items IT Supplies & Computer Software-US\$6000. It is intended to purchase IT materials for all LWSC facilities/computers. (Central office, Fiamah, White Plains etc.), the motherboards 10pcs, Hard Drives 15pcs, Heatsinks & Coolings-12pcs, CPUs 2pcs, Fans -10 pcs, etc., during the calendar year 2024.
12.	IFB No.: LWSC/NCB/005/2024	Vehicles Spare Parts	This Contract Package is from the Budget line item Vehicles Maintenance & Repair Service. It is intended to purchase the following readily used vehicle parts during the calendar year 2024. <ol style="list-style-type: none"> 1 Fuel Filters-----10pcs 2 Brake shoes----15pcs 3 Oil Filters-----20pcs 4 Air Filters-----25pcs 5 Water pumps-15pcs 6 Injector pumps-25pcs 7 Tires-----50pcs.... For Both small vehicles and Heavy Duty Trucks etc
13.	IFB No.: LWSC/NCB/006/2024	Tools & Jigs	This Contract Package is from the Budget line items: Tools and Jigs. It is intended to purchase: Rodders-50 pcs, Sewer balls 15pcs, flushing nozzles-18 pcs and Drilling bushing-20 pcs to be used by the Technical Services (sewer crew) at LWSC during the calendar year 2024.
14.	IFB No.: LWSC/RB/005/2024	Lubricants	This Contract Package is from the Budget line items: Plant Fuel and Lubricant. It is intended to purchase the following items during the calendar year 2024.: <ol style="list-style-type: none"> 1. Engine Oil Drum 15W-40, Corporate Vehicles =15 Drums 2. Engine Oil Drum 15W-40 CI-4, WTP=15- Drums
15.	IFB No.: LWSC/RFQ/004/2024	Communication Equipment	This Contract Package is from the Budget line item; phones & Hand held GPS. It is intended to procure mobile phones -20 pieces mobile phones - for LWSC customer service officers and meters readers during the calendar year 2024 .
16.	IFB No.: LWSC/RB/006/2024	Application/Software Maintenance	This Contract Package is from the Budget line items; Software Maintenance Services & Computer Software. It is intended to pay for LWSC Website (yearly subscription fee, Software Maintenance service, Cyberoam yearly subscription one user license, antivirus yearly subscription user license and computer software) and also its maintenance fees (Utility Master and Quick Book) for the Account Department in during the calendar year 2024.

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June 10, 2024

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DIRECTOR
& Concessions Commission

17.	IFB No.: LWSC/NCB/007/2024	Furniture & Fixtures	This Contract Package is from the Budget line items: Furniture & Fixtures. It is intended to purchase the following: Office desk - 15pcs, Executive Chairs - 12pcs, Semi-Executive Chairs-15pcs, Visitors Chairs- 10pcs and Rug-50pcs etc., to be used during the calendar year 2024.
18.	IFB No.: LWSC/RFQ/005/2024	Air Conditioner	This Contract Package is from the Budget line item Air Conditioner. It is intended to purchase air conditioner for LWSC facilities during the calendar year 2024: Air Conditioners -----10 pcs
19.	IFB No.: LWSC/NCB/008/2024	Computer Equipment (Desktop and Laptop)	This Contract Package is from the Budget line items: Computer Equipment (Desktops and Laptops). It is intended to purchase Desktop-10 pcs & Laptop- 10 pcs for employees/management to facilitate their work during the calendar year 2024.
20.	IFB No.: LWSC/RFQ/006/2024	Mechanical Equipment/Tools	This Contract Package is from the Budget line items; Mechanical Set/Tools. It is intended to purchase three (3) sets of Mechanical Equipment/ tools for employees to facility their work during the calendar year 2024.
21.	IFB No.: LWSC/RFQ/007/2024	Electrical Sets	This Contract Package is from the Budget line item Electrical Sets. It is intended to purchase two (2) sets of Electrical tools for employees to facility their work during the calendar year 2024.
22.	IFB No.: LWSC/NCB/009/2024	Building Materials	This Contract Package is from the Budget line items: Building Maintenance (Plant, Head Office, Fiamah & Boosters). It is intended to purchase assorted materials to repair and maintain all LWSC buildings during the calendar year 2024.
23.	IFB No.: LWSC/NCB/010/2024	Materials for Plant & Equipment Maintenance	This Contract Package is from the Budget line item: Machinery and Equipment and Plant & Equipment Maintenance. It is intended to purchase assorted materials to repair and maintain all LWSC equipment at the Water Treatment Plant during the calendar year 2024. Assorted air lease valves 200pcs, Universal Clamps -50 pcs, Tapping Saddles 20pcs, Rod Gauges 10 pcs. USS 10,000 from this package goes to the Maintenance of Machinery and Equipment.
24.	IFB No.: LWSC/RB/007/2024	Manual Sewer Rods	This Contract Package is from the Budget line items: Manual Sewer Rod (Varieties). It is intended to procure several sewer rods for the maintenance and cleaning of sewers and drains, including emptying and cleaning of cesspools and septic tanks, sinks and pits from sewage; servicing of chemical toilets during the calendar year 2024.
25.	IFB No.: LWSC/RB/008/2024	Computer Software	This Contract Package is from the Budget line item: Software Maintenance. It is intended to procure Microsoft Office User License for LWSC Server, Wonder kid and Quick Book for the Account Department in during the calendar year 2024.
26.	IFB No.: LWSC/RB/009/2024	Vehicle Maintenance Services	This Contract Package is from the Budget line item: Vehicles Repair and Maintenance Service. It is intended to hire two firms; one for the light Vehicles Maintenance and the other for the heavy duty trucks maintenance during the calendar year 2024.
27.	IFB No.: LWSC/RB/010/2024	Air Tickets	This Contract Package is from the Budget line item; Foreign Travel & International Conference Seminar and Training. It is intended to hire a firm that provide air tickets for LWSC Top Management and employees for oversee trainings and scholarships, during the calendar year 2024. Top Management Tickets-5 persons Mid Managers----- 5 persons
28.	IFB No.: LWSC/RFQ/ 010/2024	Maintenance of Machinery and Equipment	This Contract Package is from the Budget line item; Machinery and Equipment. It is intended to hire the service of a firm that will carry out maintenance service on LWSC High Lift Pumps, Low Lift Pumps and other Equipment.

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29	IFB No.: LWSC/RFQ/ 011/2024	Materials for furniture Maintenance	This Contract Package is from the Budget line item; Equipment Repair and Furniture Maintenance. It is intended to procure materials for LWSC furniture maintenance during the calendar year 2024.
30	IFB No.: LWSC/RB/ 011/2024	Kiosk Renovation and Maintenance	This Contract Package is from the Budget line item; Kiosk Maintenance. It is intended to hire a firm that will renovate and maintain LWSC Kioks during the calendar year 2024.
31	IFB No.: LWSC/RB/ 012/2024	Construction of a Stand Alone Mini System	This Contract Package is from the Budget line item; Construction of a Stand Alone Mini System. It is intended to hire the service of a firm who will Construction of a Stand Alone Mini System-Gbarpolu
32	IFB No.: LWSC/RB/ 013/2024	Pumps Consumables (High Lifts and Low Lift)	This Contract Package is from the Budget line items; Rotor Assemblies complete for 4 & 8 MGD Pump (Double impeller) and 8 MGD Turban High Service Pump (Double Impeller). It is intended to two sets of 4 & 8 MGD Pump (Double impeller) and two (2) sets of 8 MGD Turban High Service Pump (Double Impeller) and to purchase equipment spare parts to be used on the electric high lift pumps and other heavy equipment's at the water Treatment Plants at White Plains to facilitate the operation during the calendar year 2024.
33	IFB No.: LWSC/RB/ 014/2024	Boosters Rehabilitation	This Contract Package is from the Budget line item; Booster Repair and Maintenance. It is intended to hire that will rehabilitate the boosters in Zwedru, Kakata, Buchanan etc.

Prepared by: J Potter
Acting Procurement Director
Date: 06/10/24

Approved by: [Signature]
Head of Entity/Chairman Procurement Committee
Date: JUNE 10, 2024
Office of the Managing Director

[Signature]
June 10, 2024

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Public Procurement & Concessions Commission
OFFICE OF THE EXECUTIVE DIRECTOR

Name of Entity: Liberia Water and Sewer Corporation (LWSC)
Procurement Plan: (NON SBA)
Explanatory Notes
CALENDAR YEAR: 2024

No.	IFB/RFP Reference Number	Contract Package	Detailed Content
1.	RFP No.: LWSC/ LCS/001/ 2024	Management Consultancy Services	This Contract Package is from the Budget line items; Management Consultancy Fees. It is intended to hire firm to provide public relations and communication services also provide advice and help to LWSC in planning, organization, efficiency and control, management information and Management Strategies Plans/ Business Plan.

Prepared by: *J Potter*
 Acting Procurement Director

Approved by: *M Campbell*
 Head of Entity/Chairman Procurement Committee



Date: 06/10/24

Date: JUNE 10, 2024
 Office of the Managing Director

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 June 10, 2024



ADDITIONAL EXPLANATORY NOTES:

Notes Electricity (Head Office & White Plains) – This contract package is from the Budget lines; Electricity (Head Office & White Plains). It is intended to pay for LEC bills for the usage of current at the Water Treatment Plant in White Plains and the LWSC Head Office on Front Street, Monrovia during this calendar year 2024. This will be done through the Finance Section.

Plant Maintenance- This contract package is from the Budget line Plant Equipment Maintenance, it is intended to pay casual laborers to clean the clear well, cleaning around the compound etc., during the calendar year 2024 in the amount of Ten Thousand United States Dollars (US\$10,000.00). Through the finance department

Local Training- This contract package is from the Budget line Local Training- LWSC intends send some of her employees to the Liberia Institute for Public Administration (LIPA) for various Training-(Human Resources Management, Procurement Management, Management Internal Control and Audit etc.)-US\$25,000.00. It will be done through the Finance Section.

Local Travel- This contract package is from the Budget line Local Travel-It is intended to provide traveling allowances through the Finance Section to employees that will be going to the various outstations of LWSC-Buchanan, Sanniquellie, Robertsport, Zwedru, Kakata and Lofa.-US\$34,500.00


International Conference Seminar and Training- This contract package is from the Budget line International Conference Seminar and Training-It is intended to provide traveling allowances through the Finance Section to employees that will be traveling out of the Country for Seminars, short terms training and or workshops.-US\$10,000.00

Equipment Rental (Non IT)- This contract package is from the Budget line Equipment Rental (Non IT), it is intended to hire the service of a firm to use crane and remove heavy duty trucks and machinery for repair or transfer it to one of our operational areas. It will be done through the finance section. US\$7,500.00.

Contractual Services- This contract package is from the Budget line contractual services, it is intended to hire casual laborers thought the Finance Section to clean the various LWSC sites and to provide short terms contractor service to vocational students.-US\$70,000.00.

Medical Expense- This contract package is from the Budget line; Medical Expense- It is intended to compensation of medical bills under write by the employee outside of the insurance coverage areas, and it will be done through the Finance Section.-US\$5,000.00./

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Rent and Lease- This contract package is from the Budget line; Rent and Lease -It is intended to rent or lease the parcel of land LWSC have their various Kiosks in and around Montserrado -US\$10,000

Vehicles Registration and Licenses- This contract package is from the Budget line; Vehicles Registration and Licenses- It is to pay for LWSC vehicles and motorbikes registration from the Ministry of Transport through the Finance Section- US\$7,500.00

White Plains (Electricity) Dedicated Lines- This Contract Package is from the Budget line item Electricity Dedicated Line (LEC). The LWSC faces significant power outage at the White Plains Water Treatment Plant. The corporation has decided to, based on discussions and negotiations with the Liberia Electricity Corporation, to construct a dedicated power line from the Mt. Coffee Hydro to the WTP. The LWSC is sole sourcing this to the LEC and it will be paid though the finance section. This construction is intended to be carried out during the 2024 fiscal year.


June 10, 2024