



Republic of Liberia

Public Procurement & Concessions Commission
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



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

Ref. PPCC/RL/CEO/052/'21

February 12, 2021

Hon. Thomas Doe Nah

COMMISSIONER GENERAL

Liberia Revenue Authority

Republic of Liberia

Dear Hon. Nah:

Subject: **RECEIPT AND FINAL APPROVAL OF LRA'S SBA AND NON SBA
PROCUREMENT PLANS FOR FISCAL YEAR 2020/2021**

We present our compliments and acknowledge receipt of your letter which sought the final approval of the Commission for **Liberia Revenue Authority (LRA) SBA and Non SBA Procurement Plan for FY 2020/2021** in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs you that your plan has been **Approved** and has been forwarded to the Ministry of Finance and Development Planning(MFDP).

The Commission advises that you observe **Section 40(5)** of the PPCA, 2010 which states that Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in procurement plan and be provided with copy of the updated procurement plan. 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 be advised that your Entity can carry out procurement activities based on this final approved Procurement Plan culminating in **framework agreements** for recurrent procurement items. Please ensure to include notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

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 achieve transparency, accountability, fairness, equality and ultimately public confidence in our procurement and concessions processes.

Kind regards

Yours sincerely,

Jargbe Rosefire Nagbe Kowo (Atty.)

CHIEF EXECUTIVE OFFICER

Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia



Revised Procurement Plan (Non SBA)
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2020-2021



January 21, 2021

BASIC DATA																		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/Drawings	Prep of Bid Document	PC Approval- Bid Doc./Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid submission/Public Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned	1	No.LR/ANCB/001/0	Stationery & Office Supplies	Assorted	159,000.00	NCB	4/27/2020	5/4/2020	5/11/2020	5/15/2020	6/12/2020	6/26/2020	7/3/2020	7/24/2020	N/A	6/2/2021	6/30/2021	
Update																		
Act.																		
Planned	2	No.LR/AREQ/001/02	Printing and Binding Services	1 firm	10,000.00	RFO	4/27/2020	5/4/2020	5/11/2020	5/15/2020	5/22/2020	5/29/2020	6/5/2020	6/19/2020	N/A	6/2/2021	6/30/2021	
Update																		
Act.																		
Planned	3	No.LR/ANCB/002/	Medical Insurance	1 firm	192,000.00	NCB	4/24/2020	5/1/2020	5/8/2020	5/12/2020	6/9/2020	6/23/2020	6/30/2020	7/21/2020	N/A	6/30/2021	6/30/2021	
Update																		
Act.																		
Planned	4	No.LR/ANCB/003/0	Repair & Maint. Generator	1 firm	30,000.00	NCB	4/22/2020	4/29/2020	5/6/2020	5/11/2020	6/8/2020	6/22/2020	6/29/2020	7/20/2020	N/A	6/2/2021	6/30/2021	
Update																		
Act.																		
Planned	5	No.LR/AREQ/002/	Search Cards	10,000	10,000.00	RFO	5/4/2020	5/11/2020	5/18/2020	5/22/2020	6/5/2020	6/19/2020	6/26/2020	7/17/2020	N/A	6/2/2021	6/30/2021	
Update																		
Act.																		
			Subtotal		401,000.00													

Prepared By: Lovetta Williams
 Officer in Charge/Procurement Unit



Approved: Thomas Doe Nat
 Head of Procurement Committee



Date: 2/4/2021



2/4/2021



Revised Procurement Plan (Non SBA)
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2020-2021



January 21, 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
BASIC DATA																				
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Planned	No.LRAN/RFQ/003/02	Signs and Designs	C1811	1 firm	10,000.00	RFQ	5/1/2020	5/8/2020	5/15/2020	5/19/2020	5/26/2020	6/2/2020	6/9/2020	6/23/2020	N/A	6/2/2021	6/30/2021			
Update																				
Act																				
Planned	No.LRAN/CE/004/0	Repair & Maint Vehicles	G4520	4 firms	106,925.00	NCB	5/4/2020	5/11/2020	5/18/2020	5/22/2020	6/5/2020	6/19/2020	6/26/2020	7/17/2020	N/A	6/30/2021	6/30/2021			
Update																				
Act																				
Planned	No.LRAN/SS/001/020-	SMS Text Messaging	J6399	2 firms	10,500.00	SS	5/15/2020	5/22/2020	5/29/2020	6/3/2020	6/17/2020	7/1/2020	7/8/2020	7/29/2020	N/A	6/2/2021	6/30/2021			
Update																				
Act																				
Planned	No.LRAN/SS/002/020-	Software Licenses, Certificates, maintenance of Revenue System and Others	J6120	3 firms	140,000.00	SS	4/27/2020	5/4/2020	5/11/2020	5/18/2020	6/1/2020	6/15/2020	6/25/2020	7/16/2020	N/A	6/2/2021	6/30/2021			
Update																				
Act																				
Planned	No.LRAN/NCB/005/0	Vehicles and Bikes Insurance	K6512	1 firm	39,590.00	NCB	4/27/2020	5/4/2020	5/11/2020	5/18/2020	6/15/2020	6/29/2020	7/6/2020	7/29/2020	N/A	6/30/2021	6/30/2021			
Update																				
Act																				
Sub-Total					307,015.00															

Prepared By: Lovetta W. J. Williams
Officer in Charge/Procurement Unit
1/14/2021



Approved: Thomas Doe Nah
Head of Procurement Committee



Date: 1/14/2021





Revised Procurement Plan (Non SBA)
Source of Fundings: Government of Liberia-National Budget
Fiscal Year: 2020 -2021



January 21, 2021

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	BASIC DATA										IMPLEMENTATION DATES								
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specifications/Drawings	Prep. of Bid Document	PC Approval- Bid Doc/Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/ Public Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment		
Planned Update	11	IFB No.LRA/SS/003/020-021	Elevators Maintenance	F4329	1 firm	16,000.00	SS	4/24/2020	5/1/2020	5/8/2020	5/13/2020	5/27/2020	6/10/2020	6/17/2020	7/8/2020	N/A	6/30/2021	6/30/2021	
Planned Update	12	IFB No.LRA/SS/004/020-021	Internet Routers & Switches	16120	Assorted	46,000.00	SS	5/9/2020	5/12/2020	5/19/2020	5/25/2020	6/8/2020	6/22/2020	6/29/2020	7/20/2020	N/A	6/22/2021	6/30/2021	
Planned Update	13	IFB No.LRA/RFQ/004/020-021	Radio Links & Modems	16010	1 firm	4,500.00	RFQ	5/9/2020	5/12/2020	5/19/2020	5/26/2020	6/2/2020	6/9/2020	6/17/2020	7/1/2020	N/A	6/22/2021	6/30/2021	
Planned Update	14	IFB No.LRA/SS/005/020-021	Repair & Maintenance of Air Conditioner	F4322	2 firms	8,000.00	SS	4/24/2020	5/1/2020	5/8/2020	5/13/2020	5/27/2020	6/10/2020	6/17/2020	7/8/2020	N/A	6/30/2021	6/30/2021	
Planned Update	15	IFB No.LRA/RFQ/005/020-021	Hall Rental Services	16810	Assorted	10,000.00	RFQ	5/1/2020	5/8/2020	5/15/2020	5/20/2020	5/27/2020	6/9/2020	6/10/2020	6/24/2020	N/A	6/22/2021	6/30/2021	
			Sub-Total			84,500.00													

Prepared By: Lovetta W.J. Williams
 Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
 Head of Procurement Committee



Date: 2/4/2021





Revised Procurement Plan (Non SBA)
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2020 -2021



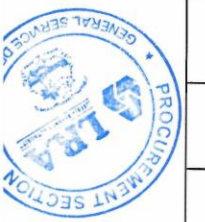
January 21, 2020

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BASIC DATA																		
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specifications/Drawings	Prep. of Bid Document	PC Approval Bid Doc./Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/ Public Opening	Submission of Bid Evaluation Report	PC Approval Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned Update	16	No LRA/RPQ/006/02-0-021	Non Alcoholic Beverages	G4711	Assorted	15,100.00	RPQ	5/1/2020	5/8/2020	5/15/2020	5/21/2020	5/28/2020	6/4/2020	6/11/2020	6/25/2020	N/A	6/22/2021	6/30/2021
Planned Update	17	No LRA/SS/006/020-021	Revenue Receipts	CI811	1 Firm	5,000.00	SS	5/1/2020	5/8/2020	5/15/2020	5/21/2020	6/4/2020	6/18/2020	6/25/2020	7/16/2020	N/A	6/22/2021	6/30/2021
Planned Update	18	No LRA/SS/007/020-021	Web Hosting & SSL Certificate	J6311	1 firm	20,000.00	SS	5/1/2020	5/8/2020	5/15/2020	5/21/2020	6/4/2020	6/18/2020	6/25/2020	7/16/2020	N/A	6/22/2021	6/30/2021
Planned Update	19	No LRA/SS/008/020-021	Refurbishment of Billboards	CI811	1 firm	24,500.00	SS	5/8/2020	5/15/2020	5/22/2020	5/28/2020	6/11/2020	6/25/2020	7/2/2020	7/23/2020	N/A	6/22/2021	6/30/2021
Planned Update	20	No LRA/RPQ/007/02-0-021	Revenue Bonds	CI811	1,000 years	10,000.00	RPQ	5/15/2020	5/22/2020	5/29/2020	6/2/2020	6/9/2020	6/16/2020	6/23/2020	7/7/2020	N/A	6/22/2021	6/30/2021
			Sub-Total			74,600.00												

Prepared By: Lovetta W.J. Williams
 Officer in Charge/Procurement Unit



Approved: Thomas Doe Nah
 Head of Procurement Committee



Date: 02/14/2021



Revised Procurement Plan (Non SBA)
 Source of Funding: Government of Liberia-National Budget
 Fiscal Year: 2020 - 2021



January 21, 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA						IMPLEMENTATION DATES												
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/Drawings	Prep. of Bid Document	PC Approval- Bid Doc/Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/Pre-bid Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned	21	No.LRA/RQ/00802	Gifts	GA773	Assorted	9,900.00	RQ	5/1/2020	5/8/2020	5/15/2020	5/21/2020	5/28/2020	6/4/2020	6/11/2020	6/25/2020	N/A	6/22/2021	6/30/2021
Update		IBB																
Act																		
Planned	22	No.LRA/RQ/00902	Advertisement Services	GA761	1 Firm	4,000.00	RQ	5/1/2020	5/8/2020	5/15/2020	5/21/2020	5/28/2020	6/4/2020	6/11/2020	7/2/2020	N/A	6/30/2021	6/30/2021
Update		IBB																
Act																		
Planned	23	No.LRA/RQ/00660	Repair & Maintenance Property (Cmnl)	FA100	1 Firm	80,000.00	NCB	5/1/2020	5/15/2020	5/22/2020	5/28/2020	6/4/2020	6/18/2020	6/25/2020	7/9/2020	N/A	6/30/2021	6/30/2021
Update		IBB																
Act																		
Planned	24	No.LRA/RQ/01002	Electrical Appliances	GA759	Assorted	6,000.00	RQ	5/4/2020	5/11/2020	5/18/2020	5/25/2020	6/1/2020	6/8/2020	6/15/2020	6/29/2020	N/A	6/22/2021	6/30/2021
Update		IBB																
Act																		
Planned	25	No.LRA/RQ/01102	Air Conditioners & Refrigerator	GA759	Assorted	10,000.00	RQ	5/7/2020	5/15/2020	5/22/2020	5/28/2020	6/4/2020	6/11/2020	6/18/2020	7/2/2020	N/A	6/22/2021	6/30/2021
Update		IBB																
Act																		
			Subtotal			109,900.00												

Prepared By: Lovetta W.J. Williams
 Officer in Charge/Procurement Unit

Approved: Thomas Doe Nahn
 Head of Procurement Committee



Date: 2/14/2021
 [Signature]



Revised Procurement Plan (Non SBA)
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2020-2021

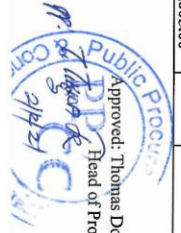


January 21, 2021

BASIC DATA																		
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Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOD/Drawings	Prog of Bid Document	PC Approval- Bid Doc-Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/ Public Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned Update	26	No LRA/NCB/007/0-20-021	Cleaning Materials	G4773	Assorted	59,000.00	NCB	6/5/2020	6/12/2020	6/19/2020	6/24/2020	7/22/2020	8/5/2020	8/12/2020	9/2/2020	N/A	6/2/2021	6/30/2021
Act.																		
Planned Update	27	No LRA/RFQ/012/02-0-021	Photocopiers & Shredders	G4799	Assorted	6,000.00	RFQ	4/20/2020	4/27/2020	5/4/2020	5/8/2020	5/15/2020	5/22/2020	5/29/2020	6/12/2020	N/A	6/2/2021	6/30/2021
Act.																		
Planned Update	28	No LRA/RFQ/013/02-0-021	Repair & Maintenance of Bike	G4540	1 firm	4,995.00	RFQ	5/4/2020	5/11/2020	5/18/2020	5/25/2020	6/1/2020	6/8/2020	6/15/2020	6/29/2020	N/A	6/30/2021	6/30/2021
Act.																		
Planned Update	29	No LRA/SS/009/020-021	Universal Power Supply (UPS) & Batteries	M7490	2 firms	41,610.00	SS	4/27/2020	5/4/2020	5/11/2020	5/15/2020	5/29/2020	6/12/2020	6/19/2020	7/10/2020	N/A	6/30/2021	6/30/2021
Act.																		
Planned Update	30	No LRA/SS/010/020-021	Generators & Installation	C3790	2pcs	38,000.00	SS	5/1/2020	5/8/2020	5/15/2020	5/19/2020	6/2/2020	6/16/2020	6/23/2020	7/14/2020	N/A	6/2/2021	6/30/2021
Act.																		
Planned Update	31	No LRA/RFQ/014/02-0-021	Printers & Scanners	G4759	Assorted	10,000.00	RFQ	5/1/2020	5/8/2020	5/15/2020	5/19/2020	5/26/2020	6/2/2020	6/9/2020	6/23/2020	N/A	6/2/2021	6/30/2021
Act.																		
			Subtotal			159,605.00												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
Head of Procurement Committee



Date: 2/1/21





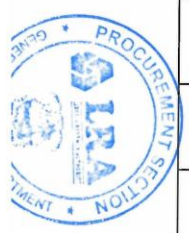
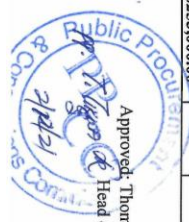
Revised Procurement Plan (Non SBA)
 Source of Funding: Government of Liberia-National Budget
 Fiscal Year: 2020-2021



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA						IMPLEMENTATION DATES												
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/Drawings	Prep. of Bid Document	PC Approval- Bid Doc./Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/Pre-bid Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned Update	32	No LRA/RFC/015/02-0-021	Fire Certificate	C1811	250pcs	1,000.00	RFQ	4/20/2020	4/27/2020	5/4/2020	5/8/2020	5/15/2020	5/22/2020	5/29/2020	6/12/2020	N/A	6/22/2021	6/30/2021
Planned Update	33	No LRA/NCB/008/0-20-021	Vehicles	G4510	1 firm	\$186,000.00	NCB	6/9/2020	6/16/2020	6/23/2020	6/29/2020	7/29/2020	8/12/2020	8/19/2020	9/9/2020	N/A	6/22/2021	6/30/2021
Planned Update	34	No LRA/NCB/009/0-20-021	Furniture & Fixture	G4759	Assorted	25,000.00	NCB	6/9/2020	6/16/2020	6/23/2020	6/29/2020	7/29/2020	8/12/2020	8/19/2020	9/9/2020	N/A	6/22/2021	6/30/2021
Planned Update	35	No LRA/SS/011/020-021	Internet Link & Connectivity	J6010	1 firm	13,000.00	SS	4/27/2020	5/4/2020	5/11/2020	5/15/2020	5/29/2020	6/12/2020	6/19/2020	7/10/2020	N/A	6/30/2021	6/30/2021
Planned Update	36	No LRA/SS/012/020-021	Uniforms	G4641	Assorted	28,000.00	SS	4/20/2020	4/27/2020	5/4/2020	5/8/2020	5/15/2020	5/22/2020	5/29/2020	6/12/2020	N/A	6/22/2021	6/30/2021
		Subtotal				\$253,000.00												

Prepared By: Lovetta W.J. Williams
 Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
 Head of Procurement Committee



Date: 2/4/2021





**Revised Procurement Plan (Non SBA)
Source of Funding: Government of Liberia-National Budget
Fiscal Year: 2020-2021**



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA										IMPLEMENTATION DATES								
Item No.	Package Number (code)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Spec/BOQ/Drawings	Prep of Bid Document	PC Approval Bid Doc./Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid Submission/Public Opening	Submission of Bid Evaluation Report	PC Approval Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment	
Planned	37	IFB No.LRA/NCB/0100-20-021	Procurement of Desktop and Laptop Computers	GA730	30pcs	49,890.00	NCF	6/9/2020	6/16/2020	6/23/2020	6/29/2020	7/29/2020	8/12/2020	8/19/2020	9/9/2020	N/A	6/2/2021	6/30/2021
Update																		
Act		IFB																
Planned	38	No.LRA/RPQ/01602-0-021	Bikes	GA510	1fsm	\$9,000.00	RPQ	4/20/2020	4/27/2020	5/4/2020	5/8/2020	5/15/2020	5/22/2020	5/29/2020	6/12/2020	N/A	6/2/2021	6/30/2021
Update																		
Act																		
		Subtotal				\$49,890.00												
		Grand Total				\$1,037,510.00												

Prepared By: Lovetta W.J. Williams
Officer in Charge/Procurement Unit

Approved: Thomas Doe Nah
Head of Procurement Committee

Date: 2/4/2021



Revised Notes to the Procurement Plan

Item	Contract Package	Description
1	Stationery & Office Supplies	Envelopes, pens, papers, cartridges, folders, box files, etc.... and funded under the line Stationeries \$ Office Supplies
2	Printing and Binding Services	<p>Lot 1: Printing of Letter Head, Business Card and Calendar @ \$4,000.</p> <p>Lot 2: Printing of Revenue Code & Tariff Production @ 3,000.</p> <p>Lot 3: Printing of Corporate Strategic Plan, Printing of HR manual & PED Policy and Other @ \$3,000</p>
3	Medical Insurance	<p>Insurance coverage for LRA employees and dependents: medical coverage for staff & and three(3) dependents using the National Competitive Bidding Procurement method @192,000 funded under the line Personnel Insurance</p> <p>The procurement of repair and maintenance services estimated 37 generators at LRA HQ, TBOs, CBOs and collection windows. The service will involve servicing and replacement of damage parts.</p> <p>Lot 1. 1000 Kva x 1 procured from Mantrac by the LRA. Mantrac Liberia will be used to service the machine that is under warranty. The Mantrac Liberia is a sole importer of Caterpillar Machine and in accordance with the Section 55 1(b) of the PPC Act 2010, this services will be executed under sole source method.</p> <p>Lot 2. 300 Kva x 2, 200 Kva x 1 and 16 Kva x 2 at generators at HQ. Generators were provided by NASSCORP and has recommended a contractor to service these machines including replacing damage parts. NCB will be used to procure servicing parts for repair of generators. RFQ will be use to replace damage spare parts.</p> <p>Lot 3. Estimated 32 tiger and other small generators assigned to various rural offices in the fifteen(15) counties will be repaired and maintained using REOs - 2.5 kva to 12 kva. Based on the geographical location of the various business offices.</p> <p>Scratch cards for LRA Operations to be procured through a competitive process under a Request for Quotation Method and funded under the budget line Scratch</p>
4	Repair & Maint. Generator	<p>Printing and Fabrication of various Signs and Designs for LRA HQ, CBOs and TBOs and other locations funded under Budget line Tax Education</p> <p>LRA will procured vehicles spare parts for 94 vehicles in Monrovia and Rural using National Competitive Bidding Method. Note: For major servicing of vehicles assigned in Monrovia and rural areas the LRA will need expertise and technical skill for repair and maintenance services, therefore, RFQ method will be used. The servicing may involve replacement of parts for 94 vehicles including preventive and regular maintenance services using in house mechanic.</p>
5	Scratch Cards	<p>Tax Messages reminder to Tax Payers relative to due dates of payments on key Tax types as extension of currents services with Lonestar Cell and Orange funded under budget line Tax Education @ 10,500. They are the only GSM companies operating in Liberia and as per Section 55 1(a) of the PPC Act 2010. The procurement package will be procured using Sole Sources Method.</p>
6	Signs and Designs	
7	Repair & Maint. Vehicles	
8	SMS Tax Messaging	



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9	Software, Licences, Certificates, maintenance of Revenue System and Others	The provision of licenses for Revenue Systems (SIGTAS, ASYCUDA, ORACLE) and Windows, Anti-virus, maintenance and professional support Services of US\$140,000.00 using ICT Infrastructure budget line. IPRAY Solution is the firm that initially issued the LRA license for (SIGTAS, ASYCUDA, ORACLE) and they are required to maintain and provide support services; Network Technology Inc. is the firm that provide Anti Virus for the client licenses & Enterprise Edition license and Next Technology Solution is the firm that provide the licenses for Microsoft offices and Microsoft Windows for Computers used by LRA Staff. Therefore, as per Section 55 1a and 1b of the PPC Act 2010, the contract package will be procured using Sole Source Method.
10	Vehicles and Bikes Insurance	Comprehensive insurance for 4 new vehicles and 20 motorbikes including third party insurance. FOR 90 VEHICLES AND 20 BIKES and funded under budget line for Vehicles Insurance
11	Elevators Maintenance	To provide maintenance services including parts for two elevators at HQ. The services will be a preventive and corrective maintenance service which will be sole sourced to Danoff Engineering Inc., the firm contracted by MASSCORP to install the Elevators. Funded under Repair & Maintenance of ICT Equipment Budget Line. PPCA Section 55 1(b) 2010
12	Internet Routers & Switches	The LRA will Procure internet routers and switches for connectivity within LRA HQ including major processing units from Protech Solution Inc. and funded under line Internet Provider Services @ 6,000, from the budget line Telecommunication @ 23,500 and @ 16,500 from ICT Infrastructure budget line.
13	Radio Links & Moderns	Provision of Radio Link (Wireless Radio and internet connectivity) for Customs Offices, Tax Business Office & HQ and moderns including various data packages 1GB TO 20GB for LRA operations. This will be funded from the budget line item Telecommunication. Based on the threshold the package will be procured using RFQ Method.
14	Repair & Maintenance of Air Conditioner	To provide servicing parts for the Center Air Conditioner which was installed by Twins Business Group and Standing Air Conditioners which were provided by Hadid Electronic, the Sole Distributors of Samsung Products. The servicing parts will be procured under Sole Source Method from the original contractor and distributor and funded under Repair & Maintenance of ICT Equipment Budget Line.
15	Hall Rental Services	Hall rental shall be used for Workshops, Conferences, Seminars and Training funded under the budget lines Workshop, Conferences, Seminars, Symposia and local Training using RFQ Method of procurement. The CBO's and TBO's are in different locations; there will be a need for suitable hall for workshop and training as per the location of the 15 counties.
16	Non Alcoholic Beverages	Non Alcoholic Beverages include drinking water and soft drinks for offices, conferences, meetings at LRA offices or other location funded under line Entertainment & Representations RFQ Method of procurement
17	Revenue Receipts	Procurement of Revenue Receipts funded under lines Other Specialized Materials. Goods (Revenue Receipt) will be Sole Source to AFCONSATS Liberia Limited @ 38.75 each for 129 sets as per section 55 1(b) of the PPC Act 2010. AFCONSATS has produced and supplied the LRA with Tax Clearance Certificate. Based on past performance and the unique security features on the Revenue Receipt, AFCONSATS is therefore requested to produce and supply the LRA Revenue Receipt which is a national revenue instrument that does not require a competitive process.
18	Web Hosting & SSL Certificate	Website Hosting, annual subscription SSL Certificate and Cyberoam License including publishing fees @20,000 will use sole sources Procurement method to Optimizer GmbH/Wettingen that is the original website hoster, Protech Solution for the SSL Certificate and CS Solution Inc. for Cyberoam License funded under budget line Printing Binding & Publication Services.



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19	Refurbishment of Billboards	Refurbishment, Redesign and Erecting of new billboards for LRA HQ, CBOs, TBOs and other locations funded under Budget line Tax Education using Morakie Prints that previously installed billboards and performed refurbishment of billboards in the Past. As per Section 55 1(b) of the PPC Act 2010, the LRA will use Sole Source Method @ 24,500 for the contract package.
20	Revenue Forms	Procurement of Key SIGTAS forms, Custom forms and Domestic tax forms for revenue collection funded under lines Other Specialized Materials.
21	Gifts	LRA will Provide Gifts to key stakeholders and international partners (WATAF, WCO, ATAF and others) @ US\$9,900.00 funded under budget line Entertainment & Representations. Gifts include items branded with LRA logo, name and other African Cultural designed gifts.
22	Advertisement Services	Lot 1: Electronic Media (this involves electronic advertisements, electronic announcements, electronic regulation publications, Promotion, media relation etc.) Lot 2: Print Media (this involves advertisements, press releases, newsletter, newspapers publication, etc.) This package of US\$4,000 is funded from budget line Newspapers, Books & Periodical. Due to the different locations and event planning, RFQ Method will be used.
23	Repair & Maintenance Property (Civil)	The LRA has various civil works repair and maintenance to be carried out during fiscal year 2020-2021 at HQ, 16 collectorate windows in Monrovia and 38 Tax and customs offices throughout the country. With these various geographical locations of Tax and Customs Business Offices, it will be difficult to get a single firm for execution of the contract package. Therefore, the LRA will use RFQ method for Repair and Maintenance Services. This contract package is funded under the budget line for repair and Maintenance of Civil.
24	Electrical Appliances	The LRA will procure electrical appliance which will be used in various offices and will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods. Items funded under this package are: Television, Fan & etc @ 6,000
25	Air Conditioners & Refrigerator	The LRA will procure Air Conditioner Unit and Refrigerators which will be used in various offices and will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods @ 10,000.
26	Cleaning Materials	The LRA will procure Soap, Clorox, Dettol, towels, soft brooms, dirt tray, tissue, air freshener, floor mops, etc... for HQ and various Offices around the country. Procurement of Raincoats, Boots and Umbrellas will also be procured against this Budget Line (Cleaning Materials and Services).
27	Photocopiers & Shredders	The LRA will procure photocopiers & shredders which will be used in various offices and will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods @ 6,000
28	Repair & Maintenance of Bike	The LRA will service 101 bikes including preventive and regular maintenance services with spare parts using in house mechanic and existing garages on a need basis @ 4,995.00
29	Universal Power Supply (UPS) & Batteries	The LRA will procure Universal Power Supply APC 20KVA, 15KVA, 10KVA etc for Data Servers and APC Batteries. This procurement activity will be funded under Repair & Maintenance of ICT Budget Line and \$3,610 from ICT Infrastructure Budget Line. Beever Communication will provide the UPS. The APC Batteries will be procured from B&H's Photo-Video & Pro audio, an online source. Therefore, as per Section 55 1d of the PPC Act 2010, the contract package will be procured using Sole Source Method...



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30	Generators & Installation	The LRA will procure Generators for Headquarter and for other custom and tax business office in or out of Monrovia from Beaver Company Inc. and Installation services to the Data Server will be provided by Professional Technical Services Incorporated (ProTech). This will be funded under the budget line item Machinery and Other Equipment by the use of the Sole Source methods @ 38,000
31	Printers & Scanners	The LRA will procure Printers for various offices in and out of Monrovia which will be funded under the budget line item Machinery and Other Equipment by the use of the RFQ methods @ 10,000
32	Fire Certificate	The LRA will procure Fire Certificate funded under the lines Other Specialized Materials and by the use of the RFQ Methods @1,000
33	Vehicles	The LRA will procure vehicles for Senior Management and other operational staff using the NCB Method and funded under the budget line Transportation Equipment.
34	Furniture & Fixture	The LRA will procure Furniture and Fixture for various offices in and out of Monrovia which will be funded under the budget line Furniture and Fixture
35	Internet Link & Connectivity	The LRA will Procure secondary internet link and connectivity to enhance its Data Center Processing Units from K3 Telecom and funded under line Telecommunication. As per Section 55 1(a) of the PPC Act 2010, the LRA will use Sole Source Method @ 13,000 for the contract package.
36	Uniforms	The LRA will procure Uniform and accessories for Customs, Tax payer services and Domestic Tax Staff from MATELCO Incorporated and funded from the budget line Other Specialized Materials. Therefore, as per Section 55 1b of the PPC Act 2010 , the contract package will be procured using Sole Source Method.
37	Procurement of Desktop and Laptop Computers	Procurement of Desktops and Laptops including accessories for use by LRA Staff at HQ and other staff of TBO & CBO to be funded under ICT Infrastructure Budget Line.
38	Bikes	The LRA will procure bikes for operational staff (CBOs & TBOs) using the RFQ Method and funded under the budget line Transportation Equipment.
39	Electricity	Power supply by LEC @ an estimate of US\$70,000.00 per annum
40	Tax Education	Tax & LRA sensitization messages on brochures, stickers, banners, fliers, walls, billboards, etc... Talk shows (studio discussions & call-in), airing of Tax jingles & songs on various radio stations. Airing of various dramatized tax messages on different radio & TV stations, text messages as reminder for tax filing and payment date, town hall meetings & outreach in various counties on different tax issues, honoring of taxpayers for tax compliance, and maintenance of existing billboards using RFQs @ lump sum estimate of US\$45,000.00 per annum.
41	Domestic Daily Allowance	Allowance for Rural Tax & Customs Business Offices Staff payable monthly @ US\$61,888.00 per annum. This is funded under line item Domestic Daily Subsistence Allowance
42	Whistleblower Awards	Reward to Whistle Blowers and Employees for national revenue recovered as a result of information provided at an estimate of \$2,000 per annum. This is funded under line item other compensation

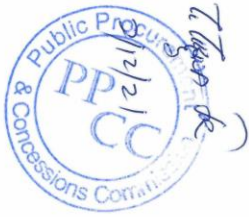


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43	Dues to International Organizations	Annual statutory membership dues for World Customs Organization (WCO), West African Tax Administration Forum (WATAF), & the African Tax Administration Forum (ATAF) at \$ 65,000.00. This is funded under line item Subscriptions
44	Annual rent	Estimated Annual rent for 4 offices in Monrovia and 25 offices around the country at \$213,000.00
45	Foreign Daily Allowance	Allowance for Staff payable for foreign meeting and training @ US\$ 5,000.00 per annum. This is funded under line item Foreign Daily Subsistence Allowance
46	Foreign Incidental Allowance	Allowance for Staff payable for foreign incidental expenses @ US\$ 2,500.00 per annum. This is funded under line item Foreign Incidental Allowance
47	Domestic Travel Incidental Allowance	Allowance for Staff payable for domestic incidental expenses @ US\$ 750 per annum. This is funded under line item Domestic Travel Incidental Allowance
48	Fees for Billboard	Payment of Municipal fees to City Governments for various existing billboards at a total cost of US\$15,000.00. This is funded under the line item Operating Expenses
49	Employees Award	Reward to employees for performances at an estimated of \$4,000 per annum
50	Board Management fees	Quarterly payments to Non Statutory Board Members @ 60,000 per annum from line item Operating Expenses
51	Christmas Packages	Christmas Packages in the form of kinds to be provided to an estimated 900 staff @ cost of 18,383 funded under line item Operating Expenses
52	Periodical	The LRA will make payment for magazine, newspaper and gazette @ 2,000 which is funded under the line item Newspapers, Books & Periodical
53	Specialized Books	The LRA will make procure books @ 1,000 which is funded under the line item Newspapers, Books & Periodical
54	Water & Sewage	Water and Sewage for LRA @ 1,700
55	Record Management	Record management: sort, organize, arrange and store Tax and Custom records including archiving by GSA and/or LIPA @ 40,000. They shall be funded under legal dues and compensations
56	Revenue Enforcement	Various enforcement activities including field operations, closure actions, court prosecution, assistance to other revenue generating MACs, Police operations, professional assistance, at US\$90,000.00. They shall be funded under legal dues and compensations



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