



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 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/006/25'

January 9, 2025

Cllr. Neto Zarzar Lighe, Sr.
COMMISSIONER/CEO
Liberia Maritima Authority
Monrovia, Liberia

Dear Cllr. Lighe:

Subj: PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2025

We present our compliments and wish to acknowledge receipt of your communication dated December 19, 2024, which sought the approval of the Commission for the Liberia Maritima Authority (LiMA) Procurement Plans (SBA/Non-SBA) for FY 2025 in accordance with Section 40 (3) of the PPC Act. The Commission however wishes to inform you that your plan has been **Provisionally Approved** pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved Draft Procurement Plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST not be signed** until the budget is approved by the President and you ascertain the availability of funding. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

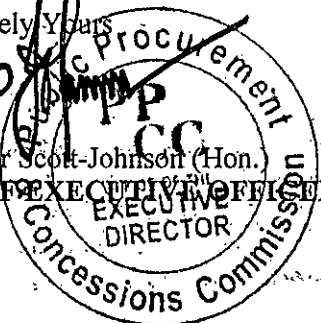
Upon passage of the Fiscal Year 2025 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for LiMA allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Fiscal Year 2025 and staff of your Procurement Unit. Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended 2024 Fiscal Year; for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for Fiscal Year 2025.

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.

Sincerely Yours

Bodger Scott-Johnson (Hon.)
CHIEF EXECUTIVE OFFICER

DIRECTOR





Liberia Maritime Authority

P.O. BOX10-9042
1000 MONROVIA, 10 LIBERIA
1948 Maritime Drive
Congo Town



LIMA/COM/NZL/L-0231/'24

December 19, 2024

Hon. Bodger Scott Johnson
Executive Director
Public Procurement & Concession Commission
Capital Hill, Executive Mansion Grounds
Republic of Liberia

Dear Hon. Scott:

Ref: SUBMISSION OF FISCAL YEAR 2025 PROVISIONAL PROCUREMENT PLAN

I Present my Compliments and through this medium write to submit to your honorable office the Liberia Maritime Authority (LiMA) Procurement plan for FY 2025 in accordance with section 40(2) of the Public Procurement and Concession Act (PPCA), 2010.

In view of the above, we herewith attached listing of our Procurement Committee (PC) members and the Procurement Department staff as required, so as to enable us implement our Procurement activities as per our approved budget.

Kindly find attached the Procurement Committee (PC) members and the Procurement Department staff listing.

Please accept sentiments of our highest esteem.

Kind regards

Yours truly,

Cllr. Neto Zarzar Lighe, Sr.
Commissioner/CEO

John Sumo

0776391767

Jan 6 / 2025

TIME: 3:19 PM

Liberia Maritime Authority
(NON-SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES									
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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)
PLANNED	1	IFB NO. LIMA/NCB/001/25	Stationery Supplies	G-4761	Assorted	\$ 133,875.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	2	IFB NO. LIMA/NCB/002/25	Air Ticketing	N-7911	1 Firm	\$393,782.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	3	IFB NO. LIMA/SBA/NCB/003/25	Equipment Maintenance Service	S-9511	1 Firm	\$40,000.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	4	IFB NO. LIMA/RFQ/001/25	Courier Service	H-5320	1 Firm	\$3,500.00	RFQ	11/5/2024	11/7/2024	11/11/2024	11/15/2024	12/5/2024	12/9/2024	12/16/2024	01/8/2025	N/A	12/16/2025
Sub-Total:						\$ 571,157.00											

Prepared by: 
Mandela Mangull Porson
Procurement Director

Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24





Liberia Maritime Authority
(Non-SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES									
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PLANNED	5	IFB NO. LiMA/RB/001/25	Office Furniture	G-4659	Assorted	\$ 15,150.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	6	IFB NO. LiMA/RB/002/25	Security Supplies & Materials	G-4771	Assorted	\$ 21,735.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	7	IFB NO. LiMA/RB/003/25	Office Equipment	G-4759	Assorted	\$ 39,035.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	8	IFB NO. LiMA/RB/004/25	Vehicles	G-4510	2Units	\$ 63,500.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
SUB-TOTAL:						\$139,420.00											

Prepared by: _____

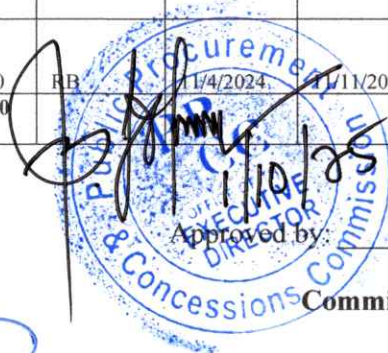
Mandela Mangull Porson
Procurement Director

Approved by: _____

Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24

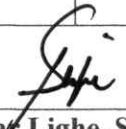
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Liberia Maritime Authority
(Non-SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES									
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PLANNED	9	IFB NO. LiMA/RB/005/25	Rice	G-4711	2,172 @ \$20.00US	\$52,420.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	10	IFB NO. LiMA/RB/006/25	Generator Maintenance (Spare Parts)	G-4659	Assorted	\$25,000.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	11	IFB NO. LiMA/RFQ/002/25	Freight, Forward & Handling	H-5012	1 Firm	\$3,000.00	RFQ	11/5/2024	11/7/2024	11/11/2024	11/15/2024	12/5/2024	12/9/2024	12/16/2024	01/8/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	12	IFB NO. LiMA/NCB/004/25	Computer & Accessories	G-4741	Assorted	\$91,410.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
SUB-TOTAL:						\$ 171,830.00											

Prepared by: 
Mandela Mangull Porson
Procurement Director


Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee





Liberia Maritime Authority
(Non-SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES									
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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)	
PLANNED	13	IFB NO. LiMA/RB/007/25	Cleaning Materials	G-4773	Assorted	\$27,600.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	14	IFB NO. LiMA/RFQ/003/25	Office Generator	G-4659	2 Pcs	\$3,500.00	RFQ	11/5/2024	11/7/2024	11/11/2024	11/15/2024	12/5/2024	12/9/2024	12/16/2024	01/8/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	15	IFB NO. LiMA/SBA/RB/008/25	Communication Surveillance & Monitoring Equipment Service	J5813	1 Firm	\$14,650.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	16	IFB NO. LiMA/SBA/NCB/005/25	Vehicle Maintenance Service	G-4520	1 Firm	\$40,000.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
						Sub-total											
						\$ 85,750.00											
						\$ 968,157.00											
GRAND-TOTAL:																	

Prepared by: 
Mandela Mangull Porson
Procurement Director

Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/25





11/7/25

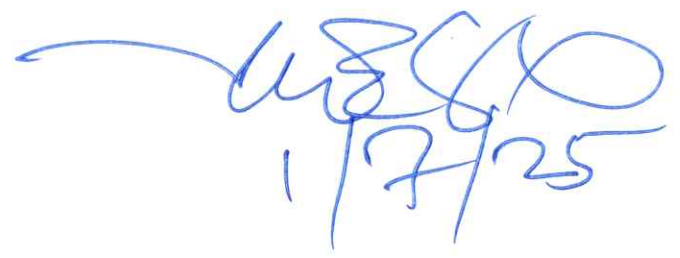
Liberia Maritime Authority
Special Project (Non-SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES									
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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)	
PLANNED	1	IFB NO. LiMA/SP/NCB/001/25	Building Construction	F-4100	1 Building	\$30,645.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
		Sub- Total				\$ 30, 645.00											
Grand Total						\$ 30,645.00											

Prepared by: 
Mandela Mangull Porson
Procurement Director

Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24


 1/7/25



Liberia Maritime Authority
(SBA) Consultancy Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025-December 31, 2025

ITEM NO.	BASIC DATA							IMPLEMENTATION DATES												
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PERSONS	ESTIMATED COST 90(USD)	SELECTION METHOD	Business Activity Code	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		
PLANNED	1	RFP NO. LIMA/SB A/LCS/00 1/25	Financial Consultancy Service (Realty valuator)	M-7020	1Firm/ a person	\$19,000.00	LCS	11/01/24	11/14/24	11/27/24	12/10/2024	12/24/2024	01/7/25	01/21/25	02/4/25	02/18/25	03/4/2025	03/18/25	04/1/25	
UPDATE																				
ACTUAL PLANNED								11/01/24	11/14/24	11/27/24	12/10/2024	12/24/2024	01/7/25	01/21/25	02/4/25	02/18/25	03/4/2025	03/18/25	04/1/25	
UPDATE																				
planned	2	RFP NO. LiMA/SB A/LCS/00 2/25	IT Consultancy Service	J-6202	1Firm	\$4,000.00	LCS													
ACTUAL																				
PLANNED								11/01/24	11/14/24	11/27/24	12/10/2024	12/24/2024	01/7/25	01/21/25	02/4/25	02/18/25	03/4/2025	03/18/25	04/1/25	
UPDATE																				
planned	3	RFP NO. LiMA/SB A/FBS/00 1/25	Press & Public Relations Consultancy Service	M-7020	1Firm	\$55,390.00	FBS	11/01/24	11/14/24	11/27/24	12/10/2024	12/24/2024	01/7/25	01/21/25	02/4/25	02/18/25	03/4/2025	03/18/25	04/1/25	
planned	4	RFP NO. LiMA/SB A/LCS/00 3/25	Evaluation	L-6820	1Firm	\$10,600.00	LCS	11/01/24	11/14/24	11/27/24	12/10/2024	12/24/2024	01/7/25	01/21/25	02/4/25	02/18/25	03/4/2025	03/18/25	04/1/25	
Sub-Total						\$88,990.00														

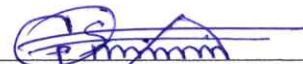
Prepared by: 
Mandela Mangull Mandela
Procurement Director

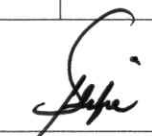
Approved by: 
Neto Zangar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24

Liberia Maritime Authority
(SBA) Consultancy Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025-December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES												
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PERSONS	ESTIMATE D COST 90(USD)	SELECTION METHOD	Business Activity Code	PREP. OF TOR & PC APPROVAL	REQUEST FOR EXPRESSION OF INTEREST, if applicable					REQUEST FOR PROPOSALS AND APPROVAL OF AWARD							
								PUBLICATI ON OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLI ST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATI ON OF PROPOSA LS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL-COMBINED EVALUATIO N REPORT	CONTRA AWARD SIGNING		
PLANNED	5	RFP NO. LiMA/SB A/LCS/00 4/25	Legal Services	M-6920	1Firm	\$42,000.00	J6202	5/14/24	5/2424	6/24/24	7/10/2024	7/21/2024	8/8/24	8/22/24	8/30/22	9/16/24	9/30/2024	10/18/24	10/30/2.	
UPDATE																				
ACTUAL																				
PLANNED	6	RFP NO. LiMA/SB A/LCS/00 5/25	Audit Services	M-6920	1Firm	\$25,000.00	M7020	5/14/24	5/2424	6/24/24	7/10/2024	7/21/2024	8/8/24	8/22/24	8/30/22	9/16/24	9/30/2024	10/18/24	10/30/2.	
UPDATE																				
ACTUAL																				
PLANNED	7	RFP NO. LiMA/SB A/LCS/00 6/25	Security consultancy services	M-7490	1Firm	\$10,610.00	M7020	5/14/24	5/2424	6/24/24	7/10/2024	7/21/2024	8/8/24	8/22/24	8/30/22	9/16/24	9/30/2024	10/18/24	10/30/2.	
UPDATE																				
ACTUAL																				
		Sub-Total:				\$ 77,610.00														
Grand- TOTAL						\$166,600.00														

Prepared by: 
Mandela Mangull Porson
Procurement Director

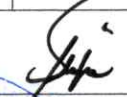
Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 1/20/25

Liberia Maritime Authority
(SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
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PLANNED	1	IFB NO. LiMA/SBA/NCB/001/25	Vehicle Rental Service	H-4922	1 Firm	\$20,454.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	2	IFB NO. LiMA/SBA/RB/001/25	Petroleum Product (Diesel & Gasoline)	G-4661	51311 Gals @ \$6.00	\$295,074.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	3	IFB NO. LiMA/SBA/NCB/002/25	Scratch Cards	J-6190	16056 PCS @ \$5.00USD	\$71,280.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	4	IFB NO. LiMA/NCB/003/25	Publication Service	J-5813	1 Firms	\$ 15,000.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
SUB-TOTAL:						\$ 401,808.00											

Prepared by: 
Mandela Manguli Porson
Procurement Director

Approved by: 
Neto Zayzar Lighe, Sr.
Commissioner/Chairman Procurement Committee


Date: 12/20/24



 11/7/25



Liberia Maritime Authority
(SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES									
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/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)	
PLANNED 5	IFB NO. LiMA/SBA/NCB/004/25	Printing & Binding Services	C-1812	1 firm	\$ 53,925.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025	
UPDATE																	
ACTUAL																	
PLANNED 6	IFB NO. LiMA/SBA/RFQ/001/25	Vehicle Insurance Service	K-6512	1 Firm	\$4,065.00	RFQ	11/5/2024	11/7/2024	11/11/2024	11/15/2024	12/5/2024	12/9/2024	12/16/2024	01/8/2025	N/A	12/16/2025	
UPDATE																	
ACTUAL																	
PLANNED 7	IFB NO. LiMA/NCB/005/25	Hall Rental	L6810	1 Firm	\$ 80,070.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025	
UPDATE																	
ACTUAL																	
PLANNED 8	IFB NO. LiMA/SBA/RB/002/25	Repair & Maintenance of Non-Residential Building	F-4100	1 Firm	\$40,000.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025	
SUB-TOTAL					\$ 178,060.00												

Prepared by: 
Mandela Mangul Porson
Procurement Director

Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee




 11/7/25

Liberia Maritime Authority
(SBA) Procurement Plan
Source of Funding: Corporate Budget/ Internally Generated Revenue
January 2025- December 31, 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES									
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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)	
PLANNED	9	IFB NO. LiMA/SBA/RB/003/25	Internet Connectivity Service	J-6120	1 Firm	\$66,600.00	RB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	10	IFB NO. LiMA/SBA/NCB/006/25	Catering Service	I- 5621	1 Firm	\$ 100,361.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	11	IFB NO. LiMA/SBA/NCB/007/25	Medical & Life Insurance Service	K-6511	1 Firm	\$143,136.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
UPDATE																	
ACTUAL																	
PLANNED	12	IFB NO. LiMA/SBA/NCB/008/25	Security guard Service	N-8020	1Firm	\$30,000.00	NCB	11/4/2024	11/11/2024	11/15/2024	11/19/2024	12/19/2024	12/23/2024	12/26/2024	01/10/2025	N/A	12/16/2025
Sub Total:						\$ 340,097.00											
GRAND-TOTAL:						\$919,965.00											

Prepared by: 
Mandela Mangull Porson
Procurement Director


 1/17/25

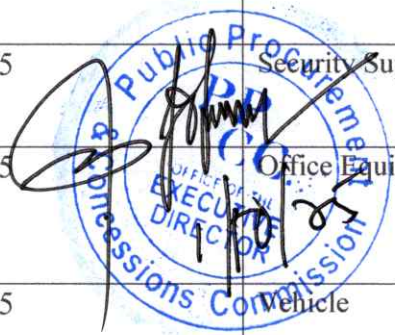
Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24

 OFFICE OF THE EXECUTIVE DIRECTOR

Liberia Maritime Authority
(Non-SBA) Procurement Plan
Explanatory Note
January 2025- December 31, 2025

NO.	Contract Package Code	Contract Package	Content of contract Package
1	IFB NO. LiMA/SBA/NCB/001/25	Stationery Supplies	This Contract package is derived from the budgetary line Office Stationery and supplies. The Authority intends to procure the following listed items: Ball Pen----- 75 pks, Pencils-----50 pks, Record Books---- 100Pcs, A4 paper----- 200 boxes, Legal paper----- 85 boxes, Manila folders-----90 boxes, A4 envelop----- .75 pks, White envelope----50Pks, pen drive-----100Pcs, Assorted Printer Cartridges----200Pcs etc.
2	IFB NO. LiMA/SBA/NCB/002/25	Air Ticketing Service	This Contract Package is derived from the budgetary line Foreign Travel Means of travel. This package will be used to procure Air Tickets for staff traveling to international conferences, trainings, and workshops for this fiscal year 2025.
3	IFB NO. LiMA/SBA/NCB/003/25	Equipment Maintenance Service	This Contract package is derived from the budgetary line Repairs and Maintenance equipment. This contract package will be used for repairs of office equipment such as Air Conditioners, televisions, printers etc.
4	IFB NO. LiMA/RFQ/001/25	Courier Service	This contract package comes from the budgetary line Postage & Courier, solely allocated for posting & receiving of Mails, sending and receiving Parcels etc.
5	IFB NO. LiMA/RB/001/25	Office Furniture	This Contract Package is derived from the budgetary line Office Furniture & Fixtures, the below listed items will be procured using this allocation. Office desk....25pcs, Filing Cabinets.....25pcs, Box file covers....20pcs, Window Blinds....10pcs, Visitor Chairs-----120pcs
6	IFB NO. LiMA/RB/002/25	Security Supplies & Materials	This contract package is derived from the budgetary line Security Materials & Supplies and will be used to procure Security uniforms, boots, hand cuffs, rain gears, Heavy duty flash lights, batteries in accordance with section 50, a & b of the PPCC act.
7	IFB NO. LiMA/RB/003/25	Office Equipment	This contract package comes from budgetary line Office Equipment. The Liberia Maritime Authority intends to procure the below listed items using this contract package. for which the Authority intends to procure 15 Mini ice boxes.... 15Pcs, Air conditioners....12Pcs, Televisions...18pcs, Office safes....10Pcs, Peculators....20Pcs etc.
8	IFB NO. LiMA/RB/004/25	Vehicle	The contract package come from the budgetary line Vehicle. This allocation will be used to procure two (2) double cabin pickup for use by the Liberia Maritime
9	IFB NO. LiMA/RB/005/25	Rice	This Contract Package comes from the budgetary line Other Benefits. Portion of this allotment is used to procure (2,172 bags of 25kg) Rice for Liberia Maritime
10	IFB NO. LiMA/RB/006/25	Generator Maintenance (Spare Parts)	This contract package is from the budget line repairs and maintenance generator. The Authority intends to procure assorted spare parts and routine maintenance
11	IFB NO. LiMA/RFQ/002/25	Freight, Froward & Handling	This contract package is derived from the budgetary line Freight, Forwarding, & Handling. The Liberia Maritime Authority intends to use this allotment for Freight,
12	IFB NO. LiMA/NCB/004/25	Computer & Accessories	This contract package is from the budgetary line-item Computer and Accessories. The Authority intends to procure the following listed items: Desktop Computers...10pcs, Laptop



Prepared by: Mandela Mangull Porson
Mandela Mangull Porson
Procurement Director

Approved by: Neto Zarzar Lige, Sr.
Neto Zarzar Lige, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24

1/7/25

			Computers.25pcs, software drives...10pcs, Users Antivirus.150pcs, external hard drive...10pcs, Network cable channels, routers etc.
13	IFB NO. LiMA/RB/007/25	Cleaning Materials	This contract package comes from the budgetary line janitorial Supplies. Authority intends to procure cleaning materials such as, Tie Soap, Clorox, Detergents,
14	IFB NO. LiMA/RFQ/003/25	Office Generator	This Contract package derives from the budgetary line office generator, which the Authority intends to procure two (2) pieces of 1.5 KVA Generators to be used at LiMA's other facilities
15	IFB NO. LiMA/SBA/RB/008/25	Communication Surveillance & Monitoring Equipment Service	This Contract package comes from the budgetary line Communication, Surveillance & Monitoring Equipment Service. This package will be used build and maintain a specialized Surveillance Monitoring & Communication's equipment to the West African regional marine activities as well as maintenance of the Communication tower.
16	IFB NO. LiMA/SBA/NCB/005/25	Vehicle Maintenance Service	This Contract Package comes from the budgetary line Repairs and Maintenance Vehicle. The Authority will procure assorted vehicle spare parts such as: Engine Oil, Tires, etc. and regular routine maintenance for all operational vehicles of the Liberia maritime Authority for this fiscal year 2025.

Prepared by: _____


Mandela Mangull Porson
 Procurement Director

Approved by: _____


Neto Zarzar Lighe, Sr.
 Commissioner/Chairman Procurement Committee

Date: _____

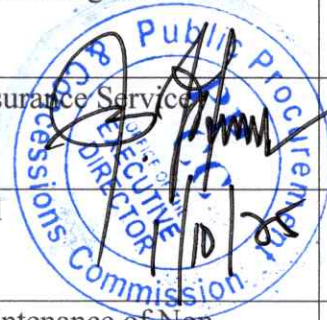
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Liberia Maritime Authority
(SBA) Procurement Plan
Explanatory Notes
January 2025- December 31, 2025

N0.	Contract Package Code	Contract Package	Content of contract Package
1	IFB N0. LiMA/SBA/NCB/001/25	Vehicle Rental Service	This Contract Package drawn from the budgetary line Transportation. The Liberia Maritime Authority intends use this package for hiring vehicles for local travels for this fiscal year respectively.
2	IFB N0. LiMA/SBA/RB/001/25	Petroleum Product (Diesel & Gasoline)	This Contract package is derived from the budgetary line Fuel and lubricants for vehicles and fuel and lubricants for generators. The Authority intends to procure 51,311 gallons for operations of utility vehicles, Staff and generators.
3	IFB N0. LiMA/SBA/NCB/002/25	Scratch Cards	This contract package is derived from the budgetary line Communication. The Authority intends to procure scratch cards for staff.
4	IFB N0. LiMA/NCB/003/25	Publication Service	This Contract Package is derived from the budgetary line Printing, Binding & Publication Services. This package will be used for print magazines, brochures, souvenirs, printing policy documents.
5	IFB N0. LiMA/SBA/NCB/004/25	Printing & Binding Service	This Contract Package is derived from the budgetary line Printing, Binding & Publication Services. This package will be used for print magazines, brochures, souvenirs, printing policy documents.
6	IFB NO. LiMA/SBA/RFQ/001/25	Vehicle Insurance Service	This contract package comes from the budgetary line Vehicle Insurance. The Authority intends to insure four (4) utility vehicles under Comprehensive and third-party Coverage.
7	IFB N0. LiMA/SBA/NCB/005/25	Hall Rental	This contract package comes from the budgetary line Conference, Workshop, Seminars, Symposia. The Authority intends to rent hall for out of office events such as conferences, meetings, Workshops, retreats etc. for the fiscal year 2025.
8	IFB N0. LiMA/SBA/RB/002/25	Repair Maintenance of Non-Residential Buildings	This contract package comes from the budgetary line Repairs and Maintenance building. This allotment will be used to conduct routine maintenance on all Liberia maritime Authority facilities.
9	IFB N0. LiMA/SBA/RB/003/25	Internet Connectivity	This contract package derives from the budgetary line Subscription. The Liberia Maritime Authority will hire a firm to provide strong, efficient and reliable internet service to the headquarter office in Congo for this fiscal year 2025.



Prepared by: _____

Mandela Mangull Porson
Procurement Director

Approved by: _____

Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

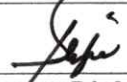
Date: _____

12/20/24


1/7/25

10	IFB NO. LiMA/SBA/NCB/006/25	Catering Service	This contract package derives from budgetary line canteen supplies and entertainment representation and gifts. This contract package will be used to procure food and food stuff items for meetings, conferences, retreats, Workshops, symposia, seminars etc. for this fiscal year 2025.
11	IFB NO. LiMA/SBA/NCB/007/25	Medical & Life Insurance Service	This contract package is from the budgetary line Medical & Life Insurance Service. The Authority intends to procure medical coverage for its staff and at least two (2) of their dependents this fiscal year 2025.
12	IFB NO. LiMA/SBA/NCB/008/25	Security Guard Services	This Contract package comes from budgetary line security Guard Services. This contract package will be used for hiring private security firm at the MRCC.

Prepared by: 
Mandela Mangull Porson
Procurement Director

Approved by: 
Neto Zanjar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24


 - 1/7/25



**Liberia Maritime Authority
(Consultancy) Procurement Plan
Explanatory Notes
January 2025- December 31, 2025**

N0.	Contract Package Code	Contract Package	Content of contract Package
1	RFP NO. LiMA/SBA/LCS/001/25	Financial Consultancy (Realty Valuator)	This contract package derives from the budgetary line-item Specialized Technical Services. His contract package is in two folds. The financial consultancy for International Financial Reporting standard (IFRS), where the consultant will train the finance team on international financial reporting standards, whereas the Realty Valuator consultant will train designated staff in fixed Assets coding development and policy and for this fiscal year 2025.
2	RFP NO. LiMA/SBA/LCS/002/25	IT Consultancy Service	This contract package derives from the budgetary line-item Specialized Technical Services. The Authority intends to hire a firm/ Individual for IT consultancy service to train the IT team on IT related matters.
3	RFP NO. LiMA/SBA/LCS/006/25	Security Consultancy Services	This contract package derives from the budgetary line-item Specialized Professional Services (Technical Services). The Authority intends to hire a firm/ Individual consultant to provide training, develop policies and manuals for our security department.
4	RFP NO. LiMA/SBA/FBS/001/25	Press & Public Relations Consultancy Service	This Contract package derives from the budgetary line-item Professional Services (Specialized Technical Services). The Authority intends to hire a firm to provide Consultancy service on Press & Public Relations.
5	RFP NO. LiMA/SBA/LCS/003/25	Training Consultancy Service	This Contract package derives from the budgetary line-item Professional Services (Specialized Technical Services). The Authority intends to hire a firm/ person to provide training for staff to improve productivity on the job.
6	RFP NO. LiMA/SBA/LCS/005/25	Audit Services	This contract package derives from the budgetary line-item Specialized Technical Services. This contract package will be used for outsourcing external audit services for the Liberia maritime Authority as and when it becomes necessary, or when the need arises.
7	IFB NO. LiMA/SBA/LCS/004/25	Legal Services	This Contract Package comes from the budgetary line-item Specialized technical Services. This contract package will be used to outsource the legal services of firms or individuals on legal issues to represent the Liberia Maritime Authority for this fiscal year 2025.

Prepared by: _____

**Mandela Mangull Porson
Procurement Director**

Approved by: _____

**Neto Zarzar Lige, Sr.
Commissioner/Chairman Procurement Committee**

Date: 12/29/24


[Handwritten signature and date]
1/7/25



Liberia Maritime Authority
Special Project (Non-SBA) Procurement Plan
Explanatory Notes
January 2025- December 31, 2025

NO.	Contract Package Code	Contract Package	Content of contract Package
1	IFB NO. LiMA/SP/NCB/001/25	Building Construction	This contract package is derived from the budgetary line Road, works and Electricity Installation. The Liberia Maritime Authority intends to construct an annex adjacent its headquarter in Congo town, Liberia.

Prepared by: 
Mandela Mangull Porson
Procurement Director

Approved by: 
Neto Zarzar Lighe, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24


1/27/25



Liberia Maritime Authority
(Non-SBA) Procurement Plan
Explanatory Notes
January 2025- December 31, 2025

NO.	Contract Package Code	Contract Package	Content of contract Package
1		Electricity	\$60,000.00 Cash to be paid to the Liberia Electricity Corporation (LEC) to be used to procure LEC tokens for this fiscal year 2025.
2		Water	\$10,200.00 Cash to be paid to the Liberia Water & Sewer Corporation (LWSC) as water and sewage bills for this fiscal year 2025

Prepared by: 
Mandela Mangull Porson
Procurement Director

Approved by: 
Neto Zarzar Lige, Sr.
Commissioner/Chairman Procurement Committee

Date: 12/20/24


1/7/25

