

Liberia Telecommunications Authority  
PROCUREMENT PLAN for Consultancy Services (SBA Budget)  
Source of Funding: Internal Revenue  
Fiscal Year: 2016-2017

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Basic Data							REQUEST FOR PROPOSALS AND APPROVAL OF AWARD												
	ITEM NO.	PACKAG E NUMBER (CODE)	CONTRACT PACKAGE	BUSINES S ACTIVITY CODE	No. of firms/Per sons	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATI ON OF REOI	REOI CLOSING/ OPENING	SUBMISSIO N OF EVALUATI ON REPORT	PC APPROVAL- EVALUATI ON REPORTS	PREPARATIO N & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSAL S	PROPOSAL SUBMISSION & OPENING	SUBMISSIO N OF T & F BID EVALUATIO N	PC APPROVAL- BID EVALUATIO N REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT & PAYMENT)
PLANN ED	1	RFP No. LT/ASBA/ SS/001/1 6/17	Litigation Services	M6910	1 firm	75,000.00	Single Source	11/28/2016	N/A	N/A	12/26/2016	1/2/2017	N/A	1/16/2017	N/A	N/A	N/A	2/6/2017	7/18/2016	6/30/2017
UPDAT E ACTUA L																				
PLANN ED	2	RFP No. LT/ASBA/ LCS/001/ 16/17	ICT Technical Consultant	M7110	1 person	9,000.00	Least Cost Selection	11/21/2016	11/28/2016	12/19/2016	12/26/2016	1/2/2017	1/16/2017	1/30/2017	2/6/2017	3/6/2017	3/20/2017	4/3/2017	4/17/2017	6/30/2017
UPDAT E ACTUA L																				
PLANN ED	3	RFP No. LT/ASBA/ LCS/002/ 16/17	Accountancy Services	M6920	1 firm	9,000.00	Least Cost Selection	11/21/2016	11/28/2016	12/19/2016	1/2/2017	1/16/2017	1/23/2017	2/6/2017	2/13/2017	3/13/2017	3/20/2017	4/3/2017	4/17/2017	6/30/2017
UPDAT E ACTUA L																				
PLANN ED	4	RFP No. LT/ASBA/ CQS/001/ 16/17	Legal Services	M6910	1 firm	15,000.00	Selection Based on Consultants Qualification	11/22/2016	11/29/2016	12/27/2016	1/3/2017	1/10/2017	1/24/2017	1/31/2017	2/14/2017	3/14/2017	3/28/2017	4/4/2017	4/25/2016	6/30/2017
UPDAT E ACTUA L																				
PLANN ED	5	RFP No. LT/ASBA/ CQS/002/ 16/17	Public Relations Consultancy Media	M7020	Assorted	9,000.00	Selection Based on Consultants Qualification	11/22/2016	11/29/2016	12/27/2016	1/3/2017	1/10/2017	1/24/2017	1/31/2017	2/14/2017	3/14/2017	3/28/2017	4/4/2017	4/26/2017	6/30/2017
UPDAT E ACTUA L																				
GRAND TOTAL						117,000.00														

One Hundred Seventeen Thousand United States Dollars

Prepared By: Prince G. Goah, Jr.  
Procurement & Logistics Manager

Approved by: Harry T. Yuan, Sr.  
Head of Entity/ Acting Chairperson Procurement Committee

Date:

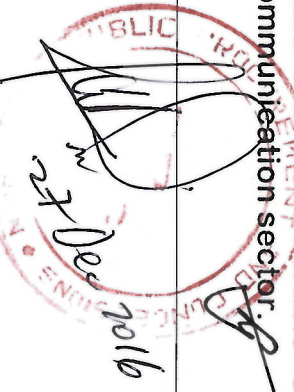
12/08/16



**LIBERIA TELECOMMUNICATIONS AUTHORITY**  
**PROCUREMENT PLAN (CONSULTANCY SERVICES)-SBA CORE BUDGET EXPLANATORY NOTES**

FISCAL YEAR: 2016/2017

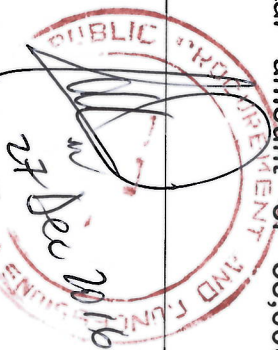
Item No.	Contract Package Code	Contract Package	Content of Contract Package
1.	RFP No. LTA/SBA/SS/001/16/17	Litigation Services	Refers to the cost of hiring legal counsel (firm) to respond in short timeframe (usually 10 days) to the proceedings. We propose to continue the service of Heritage Partners & Associates in representing the Authority on an "As-needed and When-needed" basis. The mentioned law firm is being recommended based on its past performance records during litigation proceedings involving the LTA and other parties. Secondly, Heritage Partners & Associates has considerable experience relative to the Telecommunication sector.





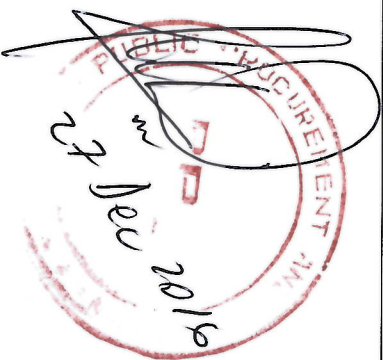
2.	RFP No. LTA/SBA/QCBS/001/16/17	ICT Technical Assistance	Refers to the cost of hiring a consultant to offer infrastructure related services. An amount of 9,000 USD will be deducted from budget line item 5-001 has a total amount of 55,000.00 for Consultancy.
3.	RFP No. LTA/SBA/QCBS/002/16/17	Accountancy Services	Refers to the cost of hiring a firm to provide accounting services to the LTA. This service is expected to include auditing, quick books installation and training etc...An amount of 9,000.00 USD will be deducted from budget line item 5-001 which has a total amount of 55,000.00 USD for Consultancy.
4.	RFP No. LTA/SBA/QCS/001/16/17	Legal Services	Refers to the cost of selecting Lawyers or Law firm on an "As-needed and When-needed" basis to provide legal services (opinions, advice, etc.) to the LTA. Due to the sensitive nature of legal issues arising in the Telecommunication Sector. The LTA is recommending the use of the Consultant's Qualifications method and a few firms currently perform those services. An amount of 15,000.00 USD will be deducted from budget line item 5-001 which has a total amount of 55,000.00 USD for Consultancy.

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5.	RFP No. LTA/SBA/CQS/002/16/17	Public Relations Consultancy/Media Services	Refers to the cost of hiring consultant(s) on "As-I and When-needed" basis, especially for advertise and radio & television programs etc... . An amount of 9,000.00 USD will be deducted from budget line 001 (Consultancy) which has a total amount of 55,000.00 USD for Consultancy.

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**LIBERIA TELECOMMUNICATIONS AUTHORITY**