



**Date: Wednesday, July 9, 2025**

## **REQUEST FOR EXPRESSION OF INTEREST (REOI)**

**Assignment Title:** Consultancy Services for the Management and Development of Liberia's Country Code Top Level Domain (ccTLD) (.LR)

**Ref No.:** LTA/SBA/QCBS/001/2025

**Date of Issue:** July 9, 2025

**Closing Date for Submissions:** July 30, 2025 at 2:00 PM

### **1. Introduction**

The Liberia Telecommunications Authority (LTA), as the independent regulatory body for Liberia's Information and Communications Technology (ICT) sector, invites Expressions of Interest (EOI) from experienced and professional firms to provide consultancy services for the management and development of Liberia's Country Code Top Level Domain (ccTLD), .LR.

The .LR ccTLD is a critical national asset for internet governance, digital identity, and cybersecurity. Its effective and efficient management is essential for a secure, resilient, and inclusive digital infrastructure that supports Liberia's ongoing socio-economic development.

### **2. Objectives of the Consultancy**

The primary objective of this consultancy is to provide expert guidance and support to the Liberia Telecommunications Authority (LTA) in the comprehensive redelegation process of the .LR Country Code Top-Level Domain, ensuring its effective management, enhanced security, compliance with international best practices, and promotion of a multi-stakeholder governance model.

Specific objectives include:

- Facilitate the successful redelegation of the .LR ccTLD in accordance with ICANN policies and international best practices.
- Develop robust policy frameworks for the sustainable and inclusive management of the .LR ccTLD.
- Provide technical guidance for optimizing operational efficiency and security of the .LR ccTLD infrastructure.

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- Strengthen stakeholder engagement and foster a multi-stakeholder governance model for the .LR ccTLD.
- Identify and propose solutions to key constraints hindering the growth and utilization of .LR ccTLD services.

### 3. Minimum Qualification Criteria for Firms

Interested firms must meet the following mandatory requirements to be considered for pre-qualification. Firms must provide clear and verifiable evidence for each criterion with their Expression of Interest:

1. **Company Profile:** Submit a comprehensive company profile outlining the firm's history, mission, organizational structure, and core competencies.
2. **Extensive Experience:** Provide evidence of extensive experience of the firm with a minimum of **seven (7) years** in:
  - Telecommunications consulting, **AND/OR**
  - Internet Governance concepts, **AND/OR**
  - Multimedia content production in the context of digital infrastructure.
3. **Legal Registration (Liberia):** A valid Business Registration Certificate from the Liberia Business Registry (LBR).
4. **Tax Compliance (Liberia):** A valid Tax Clearance Certificate from the Liberia Revenue Authority (LRA).
5. **Procurement Compliance (Liberia):** A valid Vendor Business Registration Receipt from the Public Procurement and Concessions Commission (PPCC).
6. **Proven Track Record:** A track record of successfully supervising or completing at least **three (3)** similar assignments related to ccTLD redelegation, ccTLD administration, internet governance policy development, or critical internet infrastructure development management. Evidence must include:
  - Brief descriptions of the assignments plus Curriculum Vitae of key personnel to be assigned to the project along with credentials.
  - Client references (Name of organization, contact person, and email/phone number).
  - Dates of completion for each assignment.

**Note:** Only firms that meet all the above minimum qualification criteria will be pre-qualified and invited to participate in the next stage of the selection process (Request for Proposals).

### 4. Submission Requirements

Firms interested in this assignment are requested to submit their Expression of Interest (EOI) along with a cover letter precisely indicating their interest. The EOI package must clearly address and provide verifiable documentation for each of the minimum qualification criteria listed in Section 5.

### 5. Submission Procedures



Expressions of Interest must be submitted in **3** hard copies and one (1) soft copy (PDF format on a USB drive or CD-ROM) in a sealed envelope clearly marked:

**"Expression of Interest – Consultancy Services for .LR ccTLD Management and Development"**

Submissions should be addressed and delivered to:

***The Procurement & Logistics Section***

***Liberia Telecommunications Authority (LTA)***

***2<sup>nd</sup> Floor, Room # 029***

***Menetamba Road, Cooper's Beach Community***

***ELWA Community, RIA Highway***

***Paynesville City, Liberia***

***Mobile Nos: 0777589047/0886564210***

***Email Address: [procurement@lta.gov.lr](mailto:procurement@lta.gov.lr)***

**Electronic submissions will NOT be accepted for this REOI stage.**

## **6. Closing Date for Submissions**

The deadline for the submission of Expressions of Interest is **Wednesday, July 30, 2025 at 2:00 PM**. Bid Opening will be done promptly after closing at 2:00 PM, in the main Conference Room on the 3rd Floor, in the presence of bidder's representatives or those who choose to attend. Any EOI received after this deadline will not be considered.

## **7. Selection Process**

Upon receipt of EOIs, the LTA will conduct a thorough review and evaluation based on the responsiveness to this REOI and the fulfillment of all stated minimum qualification criteria. Only firms deemed pre-qualified will be formally invited to participate in the subsequent Request for Proposals (RFP) process, which will include the submission of detailed technical and financial proposals.

## **8. Clarifications**

Any requests for clarification regarding this REOI should be submitted in writing via email to [procurement@lta.gov.lr](mailto:procurement@lta.gov.lr) no later than **Wednesday, July 23, 2025 at 5:00 PM**. Responses to all queries will be shared with all interested firms that have requested the REOI or expressed initial interest, to ensure fairness and transparency.

The LTA reserves the right to accept or reject any EOI and to annul the selection process at any time, without incurring any liability to the affected firm(s).

**NOTE: THIS ADVERTISEMENT SUPERSEDES ALL PREVIOUS ADVERTISEMENTS FOR THIS ROLE.**

APD

Signed:

pp: Aspp  
T. Franniel Powell  
Acting Procurement & Logistics Manager

Approved:

Clarence K. Massaquoi 07/09/25  
Hon. Clarence K. Massaquoi  
Acting Chairperson, LTA/BoC

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