



Date: Wednesday, July 9, 2025

REQUEST FOR EXPRESSION OF INTEREST (REOI)

Assignment Title: Consultancy Services to Develop an Artificial Intelligence Framework and Create Awareness:

Ref No.: LTA/SBA/QCBS/REOI/002/2025

Date of Issue: July 9, 25

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 qualified consultancy firms to provide services for the development of a comprehensive Artificial Intelligence (AI) Regulatory Framework document.

Recognizing the pervasive and rapidly evolving impact of Artificial Intelligence on the global telecommunications landscape and broader society, the LTA seeks to proactively regulate and leverage AI for the benefit of Liberia's digital economy and citizens. This initiative aims to foster ethical AI development, ensure regulatory clarity, promote fair competition, safeguard consumer safety, and stimulate innovation within Liberia's telecommunications sector.

2. Objectives of the Consultancy

The overall objective of this consultancy is to provide the Liberia Telecommunications Authority with a strategic and regulatory framework for Artificial Intelligence that promotes responsible innovation, protects consumers, ensures fair competition, and aligns with international best practices.

Specifically, the objectives are to:

- Conduct a thorough assessment of Liberia's current AI landscape, including its regulatory environment, infrastructure readiness, and institutional capacity.
- Engage a diverse range of stakeholders across public, private, academic, and civil society sectors to gather comprehensive inputs for the AI Framework.
- Review and integrate international best practices in AI governance and regulation from comparable markets.

Menetamba Road, Cooper's Beach Community, 1001 Paynesville, 10 Liberia

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- Design a comprehensive AI Framework addressing core principles (ethics, transparency, accountability), risk-based regulatory models, data privacy and governance, regulatory sandbox considerations, and telecom-specific AI use cases.

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. Extensive Experience in AI Strategy, internet governance and/or policy formulation:** A minimum of seven (7) years of proven experience in Artificial Intelligence strategy development, policy formulation, or regulatory design.
- 2. Proven Track Record in Framework Development:** A proven track record of successfully developing national or sectoral AI or Digital Strategy frameworks. Evidence must include:
Brief descriptions of at least three (3) similar assignments and CVs 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.
- 3. Deep AI Technical Understanding:** Demonstrable deep understanding of core AI technologies, including Machine Learning (ML), Natural Language Processing (NLP), Computer Vision, and other relevant AI sub-fields.
- 4. Developing Country Context Experience:** Prior experience working in developing-country contexts, with a strong preference for experience within the African telecommunications sector.
- 5. Communication Proficiency:** Excellent written and verbal communication skills in English.
- 6. Company Profile:** Submit a comprehensive company profile outlining the firm's history, mission, organizational structure, and core competencies.
- 7. Legal Registration (Liberia):** A valid Business Registration Certificate from the Liberia Business Registry (LBR) [if applicable for local firms, or commitment to obtain if international and awarded contract].
- 8. Tax Compliance (Liberia):** A valid Tax Clearance Certificate from the Liberia Revenue Authority (LRA).
- 9. Procurement Compliance (Liberia):** A valid Vendor Business Registration Receipt from the Public Procurement and Concessions Commission (PPCC).

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

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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 three (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 to Develop an Artificial Intelligence Framework and Create Awareness"

Submissions should be addressed and delivered to:

***The Procurement & Logistics Section
Liberia Telecommunications Authority (LTA)
2nd 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***

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 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 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).

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Signed: PP: Aspy
T. Franniel Powell
Acting Procurement & Logistics Manager

Approved: 2/11/25 07/09/25
Hon. Clarence K. Massaquoi
Acting Chairperson, LTA/BoC

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