

REPUBLIC OF LIBERIA  
MONTSERRADO COUNTY

TRANSPORTATION SERVICE AGREEMENT

**THIS TRANSPORTATION SERVICE AGREEMENT** is made and entered into this 9<sup>th</sup> day of February A.D 2026, as a **contractual agreement** by and between The **Liberia Institute of Public Administration (LIPA)**, represented by its Director General, Hon. Nee-Alah Varpilah, located at Doemah Town, (Palm Wine Station), RIA Highway, Margibi County, Republic of Liberia, hereafter, known and referred to as the “**PARTY OF THE FIRST PART**”, and the **National Transit Authority (NTA)**, a Public Corporation, owned by the Government of Liberia, represented by its Managing Director, Hon. Edmund Forh Forh, located at the Japan Freeway of the Township of Gardnerville, County of Montserrado, Republic aforesaid, hereinafter known and referred to as the “**PARTY OF THE SECOND PART**”, hereby:

WITNESSETH

**WHEREAS**, the PARTY OF THE FIRST PART (LIPA) desires to rent one (1) bus from the Party of the Second Part (NTA) for the period of eleven (11) months;

**WHEREAS**, the PARTY OF THE SECOND PART has expressed its willingness to rent one (1) of its buses to the Party of the First Part for the period of eleven (11) months;

**NOW THEREFORE**, the PARTIES hereto covenant and mutually agree to the following terms and conditions:

ARTICLE I  
**SCOPE OF WORK AND COST:**

It is mutually agreed by the PARTIES hereto that the scope of performance and the nature of the services to be performed by the contracting Parties include the following:

- a) The PARTY OF THE SECOND PART shall transport employees “**ONLY**” of the PARTY OF THE FIRST PART two time per day, that is, from Monday to Friday at two pick up points, Broad and Junction Streets Intersection, and ELWA Junction at 7:30am to its Doemah Town facility; then after work hours, pick up the employees at 4:00pm and drop to the final stop at Broad and Junction Streets Intersection.
- b) The PARTY OF THE FIRST PART shall pay to the PARTY OF THE SECOND PART a rental fees of **Two Thousand Six Hundred United States Dollars (US\$2,600.00)** per month for the one (1) bus.
- c) Should the PARTY OF THE FIRST PART desires to rent any additional bus or buses from the Party of the Second Part, it shall pay a monthly fee of **Two Thousand Six Hundred United States Dollars (US\$2,600.00)** per bus.

ARTICLE II  
**TERMS OF PAYMENT**

It is mutually understood and agreed by the parties hereto that the total rental fees of the one contracted bus shall be **US\$28,600.00 (Twenty-Eight Thousand Six Hundred United States Dollars)** for the duration of the contract; that is to say for

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the period of eleven (11) months, from February 9, 2026 to December 31, 2026. The amount of **Fourteen Thousand Eight Hundred United States Dollars (US\$14,800.00)** shall be paid by Eleven (11) installments in the order of **One Thousand Three Hundred and Forty-Five United States Dollars (US\$1,345.00)**. That is to say, the amount **One Thousand Three Hundred United States Dollars (US\$1,345.00)** shall be paid upon the signing of this contract, and other payments shall be done in accordance of the succeeding months. The remaining **Thirteen Thousand United States Dollars (US\$13,800.00)**; shall be paid through FY (2026) GOL allotment by the Ministry of Finance and Development Planning, upon the processing and facilitation of the Payment Request by **LIPA** and same forwarded to the Ministry. It is further agreed by the **parties**, that **NTA** shall deliver the **Bus** to **LIPA** for use while its **Payment** is being processed by the Ministry of Finance and Development Planning (**MFDP**). All payments shall be made by check payable to the **National Transit Authority (NTA)**.

### ARTICLE III DURATION OF THE AGREEMENT

It is mutually understood and agreed by the Parties hereto that this Agreement shall remain in full effect for a period of eleven (11) months, commencing from February 9, 2026 up to and including the 31<sup>st</sup> day of December, A.D. 2026.

### ARTICLE IV OBLIGATION OF PARTIES

It is mutually understood and agreed by the Parties hereto that:

- a. The Party of the First Part shall respect the terms and conditions of the Agreement in turn of the work schedules, payment terms, etc.
- b. The Party of the Second Part shall provide one bus equipped with driver and fuel for the Party of the First Part. Additionally, the Party of the Second Part shall keep the one bus in good repair.

### ARTICLE V DISPUTE SETTLEMENT

The parties shall make every effort to amicably resolve any disagreement or dispute arising between them under or in connection with this Agreement. The party asserting the existence of a disagreement or dispute shall, promptly upon becoming aware of such disagreement or dispute, notify the other party in writing specifying the nature of the disagreement or dispute, and shall provide such information about the disagreement or dispute as the other party may reasonably require. If the parties are unable to amicably resolve the disagreement or dispute.

### ARTICLE VI GOVERNMENT LAW

The laws of the Republic of Liberia shall govern this Contractual Agreement.

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## ARTICLE VII

### FORCE MAJEURE

A party shall not be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to an event of Force Majeure. The term “Force Majeure” as used in this Agreement shall mean acts of God, war, nationwide strikes or labor disputes, embargoes, blockades, revolutions, riots, civil commotions, fires, explosions, earthquakes, or any other natural disasters, or public health emergencies, provided any such cause was not within the reasonable control of the Party claiming the benefit of Force Majeure and could not have been avoided or overcome by such Party through the exercise of due diligence. In the event of force majeure, the contract shall be suspended for the duration of the force majeure.

## ARTICLE VIII MODIFICATION

It is further agreed by both parties that there shall be no modification of this Agreement unless otherwise agreed upon by both parties or on account of increase or changes in the scope of work, and in such case the time limitation herein shall be enlarged or decreased as may be agreed upon by both parties in writing.

## ARTICLE IX TERMINATION

The parties agreed that failure on the part of the PARTY OF THE SECOND PART to provide adequate transportation services as specified herein this the Agreement, the PARTY OF THE FIRST PART shall terminate the Agreement. The Parties further agreed that during the term of this Agreement, either party may terminate the contract by giving the party at least fifteen (15) days' written notice.

It is mutually understood and agreed by the Parties that the terms and conditions stated herein constitute the agreement between the parties stated in the preamble. Hence, no statement, promises, and inducements made by any other party or agent or any party that is not contained in this agreement shall be valid or binding. The terms and conditions contained herein shall also be binding upon the parties hereto, their heirs, Administrators, executors, legal representatives, successors-in-business, and assigns as though they were herein mentioned by names.

**IN WITNESS WHEREOF**, the parties hereto have executed and acknowledged this instrument and affixed our names and signatures on this 9<sup>th</sup> day of February A. D. 2026.

**IN THE PRESENCE OF/ WITNESSES:**

Att. Thomas S. W. Newville  
WITNESS

  
Hon. Nee- Alah Varpilah  
**Director General, LIPA**  
PARTY OF THE FIRST PART

WITNESS

Hon. Edmund Forh Forh  
**Managing Director/NTA**  
 PARTY OF THE SECOND PART

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