



REPUBLIC OF LIBERIA
MINISTRY OF EDUCATION

P.O. BOX 10 - 9012
1000 MONROVIA 10, LIBERIA
WEST AFRICA



Invitation for Bids (IFB)

Contract Identification IFB No.: MOE/NCB/002/21/21

The Ministry of Education (MOE) anticipates fund from the Government of Liberia National Budget 2021/2021 and *intends* to apportion part of it towards the cost of Procuring **Educational Materials (Teaching Materials)** under a framework arrangement for the Fiscal Year 2021/2021

The MOE will enter into a framework agreement with the selected Company or Companies during this half Fiscal Period 2021/2021.

This tender seeks to procure teaching materials as detail below:

No.	DESCRIPTION	UNIT	QUANTITY
Lot 1			
1	Ledger (FS4QR-Hard back	pcs	6000
2	Teacher Roll Book	pcs	6000
3	Teacher Plan Book	pcs	6000
4	Staple Machines, Regular size, good quality	pcs	6000
5	Electronic Calculator (Desk type, large size, 12 digits Dual power	pcs	3000
6	Ball pen (assorted)	packs	3000
7	Rulers	dozs	3000
8	Duster, soft with wooden handle, good quality	dozs	3000
9	Double A4 paper	ctns	11514
10	Manila Folder (A4 size	ctns	3000
11	Staple Pin	pks	6000
12	White dustless-Chalk	Box	6000

The Ministry of Education now invites sealed bids from eligible and qualified suppliers for the Supply of Teaching Materials.

Bidding will be conducted through the National Competitive Bidding (NCB) procedure specified in the PPC Act 2010 and approved by the PPCC, and is open to all bidders as defined in the Guidelines.

Interested eligible bidders may obtain further information from the Ministry of Education (*Division of Procurement, 3rd Floor*), and inspect the bidding documents at the address given below from **Wednesday August 25, 2021 to Friday September 17, 2021 beginning at 9:00 a.m. -4: 00p.m**

Qualification requirements include the following:

- Completion of contracts of similar nature and value in the last two years
- Tax clearance and business registration certificates
- Past performance records
- Bid security of 2% of the bid price
- Availability of all Teaching Materials
- Delivery period (2 weeks after signing of contract and purchase Order)
- Must be a registered member of the PPCC official vendor listing
- Company annual financial turnover

See Bid Data Sheet in the bidding documents for additional information.

A complete set of Tender documents in English may be purchased by interested Bidders upon payment of a nonrefundable fee of **US\$50.00** (fifty United States Dollars) for each set.

Tenders must be delivered in a sealed envelope into the bid box within the **Procurement Unit at the Ministry of Education located at Ministerial Complex, not later than 12:00 noon, on Friday September 24, 2021.** Late bid will be rejected.

All Tenders must be accompanied by a Bid Security of 2% of the bid price. Bids will be opened in the presence of the bidders' representatives, who choose to attend on **Friday September 24, 2021 at 12:00noon.** in the Conference Room of the Ministry of Education, Congo Town, and Monrovia.

Bids shall be valid for a period of 90 days after the deadline for bid submission. **Please note that electronic bids are not accepted.**

Division of Procurement
Attn: Miss. Julay S. Jargbah
Ministry of Education
Ministerial Complex, Congo Town
Monrovia, Liberia
Contact Number: 0886473729/0770035054

Signed: _____


Julay S. Jargbah
Supervisor/ Procurement

Approved: _____


Hon. Ansu D. Sonii Sr.
Minister


MINISTER

