



FEBRUARY 24, 2021

**INVITATION FOR BIDS**

Liberia Telecommunications Authority (LTA)  
Menetamba Road, Cooper's Beach Community  
Paynesville, Liberia

**Supply/Provision of Goods & Services**

Contract Identification No:

- IFB No. LTA/NCB/007/20/21 (Electrical Appliances)**
- IFB No. LTA/NCB/008/20/21 (Office Equipment)**
- IFB No. LTA/NCB/009/20/21 (Generator Supply)**
- IFB No. LTA/SBANCB/002/20/21(Automated Process Flow)**

1. The Government of Liberia through the Liberia Telecommunications Authority (LTA) has apportioned funds from its budget towards the cost of procuring assorted goods different categories as stated in Lots.
2. The Liberia Telecommunications Authority now invites qualified firms to submit sealed bids for the supply/provision of the below mentioned items/services. Bidding will be conducted through National Competitive Bidding (NCB) Procedures as specified in the Amended and Restated Public Procurement and Concessions Act (PPC Act) of September 2010.  
The supply of these items as per LTA's needs, quantities and requirements are included in various bid documents to be issued.

Ref: No	Procurement Package Description	Description of Lot	Quantity	Bid Security (USD)
IFB No. LTA/NCB/007/20/21	Electrical Appliances Air conditioners	N/A	Assorted	300.00
IFB No. LTA/NCB/008/20/21	Office Equipment (IT) UPS, Laptops, Printers & Desktop Computers	N/A	Assorted	300.00
IFB No. LTA/NCB/009/20/21	Supply of Generators	N/A	2pcs	500.00

<b>IFB LTA/SBA/NCB/002/2 0/21</b>	<b>No.</b>	Automated Flow	Process	N/A	1	500.00
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3. Complete sets of soft copy of bidding documents can be obtained **free of charge** at the below address. Bid security and all requirements must be submitted together with bid document, and **must be per the amount stated in each lot above in Manager's Check or Bank Guarantee. Bids submitted electronically will not be accepted.**

**Qualification requirements include the following:**

- **Current Business Registration Certificate (Liberia Business Registry);**
  - **Current Tax Clearance Certificate (Liberia Revenue Authority);**
  - **Must provide two (2) references of previous or current clients over the last two (2) years;**
  - **Must provide proof of being registered with the Public Procurement & Concessions Commission (PPCC);**
  - **Company's profile**
  - **Ability/preparedness to provide services/deliver goods upon the issuance of an approved Local Purchase Order (LPO) within a minimum period of 10 days.**
  - **Ability to pre-finance on an approved local purchase order after which payment will be made in two (2) weeks**
  - **All bids must be signed and sealed within an envelope before submission**
4. You are required to obtain soft copies of bidding documents and further information from the Procurement & Logistics Section, Liberia Telecommunications Authority (LTA), 2<sup>nd</sup> Floor Room # 029, from Monday- Friday (9:00 A.M- 5:00 P.M) daily.
5. Submission must be clearly marked, signed and sealed in an envelope, including other requested information as follows: For Example: **(IFB No: LTA/NCB/008/20/21) CONFIDENTIAL BID- for the supply of Office Equipment to the Liberia Telecommunications Authority (LTA) for Fiscal Year 2020/20201.**
6. Address for submission of bids:

**Procurement & Logistics Section**

Liberia Telecommunications Authority  
 2<sup>nd</sup> Floor, Room # 029  
 Menetamba Road, Cooper's Beach  
 ELWA Community, RIA Highway  
 Paynesville, Liberia  
 Mobile number: +231-886591857/777591857/886564210  
 Web address:

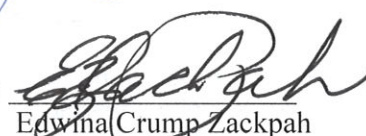
7. A pre-bid opening meeting will be held at the Liberia Telecommunications Authority (LTA) P&LS Conference Room # 029 on Wednesday, March 17, 2021 at 1:00 PM to answer questions relevant to the bidding process. Seven (7) days after which, all clarification requests would not be answered.

8. Bid must be submitted at the Procurement Section, Room # 029, 2<sup>nd</sup> Floor, on Wednesday, March 24, 2021 on or before 2:00 PM. Bid Opening will be done promptly after closing at 2:00 PM, in the P&LS Conference Room # 029 on the 2<sup>nd</sup> Floor, in the presence of bidders' representatives or those who choose to attend. Additionally, send a soft copy of your submission by email to the address above on Wednesday, March 24, 2021.
9. Execution of these procurement packages are subject to the availability of funding during the Fiscal Year 2020-2021. Winning bidders shall be willing to accept payments either in Liberian or United States Dollars using the Central Bank of Liberia exchange rate.
10. The Liberia Telecommunications Authority reserves the right to reject or accept any bid submitted including the annulment of the entire process through notifying bidders without incurring any liability thereof.

Signed: 

Prince G. Goah, Jr.

**Procurement & Logistics Manager**

Approved: 

Edwina Crump Zackpah

**Acting Chairperson/LTA**