

JULY 1, 2022

INVITATION FOR BIDS

*Liberia Telecommunications Authority (LTA)
Menetamba Road, Coopeer's Beach Community
Payneville, Liberia*

Supply of Goods & Provision of Non-Consultancy Services

1. The Government of Liberia through the Liberia Telecommunications Authority (LTA) has apportioned funds from its budget towards the cost of procuring assorted goods and services in different categories as stated in packages.
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 as per the packages below:

Ref: No	Package Description	Description of Lot		Quantity	Bid Security (USD)
IFB No. LTA/NCB/001/2022	Vehicle Maintenance & Repairs	Lot 1	Toyota Brand	3 Pcs	300.00
		Lot 2	Nissan Brand	3 Pcs	300.00
IFB No. LTA/SBA/NCB/002/2022	Printing & Binding	N/A	Printing & Binding Services	Assorted	400.00
		Lot 1	Stationery	Assorted	300.00

IFB LTA/NCB/003/2022	NO.	Stationery & Supplies				
			Lot 2	Ink/Cartridge	Assorted	300.00
IFB LTA/NCB/004/2022	NO.	Security Guard Services	N/A	Provision of Security Guard Services	Assorted	500.00
IFB LTA/NCB/005/2022	No.	Office Furniture	N/A	Furniture	Assorted	300.00
IFB LTA/NCB/006/2022	NO.	Office Equipment	N/A	ICT Equipment	Assorted	300.00
IFB LTA/NCB/007/2022	No.	Sets of Generators	N/A	22. 5 KVA Generators	3 pcs	500.00

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***
 - ***Letter of assurance of availability of supply (ies)/preparedness to provide services upon the issuance of an approved Local Purchase Order (LPO) and within a minimum period of 10 days goods shall be delivered***
 - ***Ability to pre-finance on an approved local purchase order after which payment will be made in thirty (30) days***
 - ***All bids must be signed and sealed in an envelope before submission***
4. You may obtain the soft copy of the bidding documents and further information from the Procurement & Logistics Section, Liberia Telecommunications Authority (LTA), 2nd 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/SBA/NCB/004/2022) CONFIDENTIAL BID- for the Provision Security Guard Services to the Liberia Telecommunications Authority (LTA) for Fiscal Year 2022*** and addressed to:
Procurement & Logistics Section
Liberia Telecommunications Authority

2nd Floor, Room # 029
Menetamba Road, Cooper's Beach
ELWA Community, RIA Highway
Paynesville, Liberia
Mobile number: +231-886591857/777591857/886589047
Email Address: procurement@lta.gov.lr

6. A pre-bid opening meeting will be held at the Liberia Telecommunications Authority (LTA) P&LS Conference Room # 029 on Friday, July 22, 2022 at 11:00 am to answer questions relevant to the bidding process. Nine (9) days after which, all clarification requests would be answered.
7. Bid must be submitted at the Procurement Section, Room # 029, 2nd Floor, on Monday, August 1, 2022 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 2nd Floor, in the presence of bidders' representatives or those who choose to attend.
8. Execution of these procurement packages are subject to the availability of funding during the Fiscal Year 2022. Winning bidders shall be willing to accept payments either in Liberian or United States Dollars using the Central Bank of Liberia exchange rate.
9. 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: _____

Hon. Edwina C. Zackpah

Acting Chairperson/LTA BoC