



Republic of Liberia  
**NATIONAL IDENTIFICATION REGISTRY**  
ALLISON STREET, CONGO TOWN, BEHIND YWCA COMPOUND



OFFICE OF THE EXECUTIVE DIRECTOR

**Invitation for Bid**  
**Procurement of Pre-Printed Cards, Printers (CP55-D) and Printer Cartridges**  
(IFB No.:NIR/NCB/001/22)

Dear Sir/Madam:

August 11, 2022

The National Identification Registry has received budgetary allocation from the Government of Liberia for fiscal year 2022 and intends to apply part of it for the Procurement of Pre-Printed Cards, Printers (CP55-D) and Printer Cartridges

The National Identification Registry now invites interested companies to participate in the bidding process for the Procurement of Pre-Printed Cards, Printers (CP55-D) and Printer Cartridges.

The bidding process will be conducted according to the National Competitive Bidding process enshrined in the PPCC Act of 2010 and is opened to **THOSE IN RELATED LINE OF BUSINESSES IN LIBERIA** that are registered with the Public Procurement & Concessions Commission (PPCC) and the government of Liberia.

All bids must be delivered to the address below on or before **Thursday, September 8, 2022 at 10:00 am.** Bids will be opened thirty minutes thereafter at **10:30 am** in the presence of Bidders and Bidders' representatives who choose to attend, in the NIR Procurement Unit on the ground floor. Bids submitted after this date and time will be rejected and returned unopened.

Bidders must submit the following qualification requirements along with their quotations package:

- a. Valid tax Clearance Certificate
- b. Valid Business Registration Certificate
- c. Evidence of PPCC Vendor Registration
- d. References of past and current clients with detailed addresses and contact numbers
- e. Company profile

A complete set of bidding document in English may be acquired from the below address for a minimum fee of 50USD.

**The address is:**

Procurement Unit

National Identification Registry

Allison Street, Congo Town,

Monrovia, Liberia

Email: [nirprocurementunit@gmail.com](mailto:nirprocurementunit@gmail.com)

Telephone#: 0777519870/0886519870

Sincerely,

Hon. J. Tiah Nagbe, MSF, ChFC  
**Executive Director**