



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/SBA/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 **Vehicle Rental Services**, 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 hire Vehicle for Rental Services in three (3) separate Lots for Vehicles as detail below:

Lots	Detailed description of the items	Location	# Of Vehicles	# Of days	Unit Price (USD) (In figures/letters)	Total Price (USD)	Service Delivery
Lot #1	Vehicle rental <b>4 x 4-wheel drive SUV Jeep</b> /fully air conditioner, 6 seated, seat belts, driver, spare tire, jack, Am/FM radio and including fuel/gasoline. Valid Business Registration, Insurance and valid Driver's license	Bomi County	1	1			From Monrovia to the locations indicated, and back to Monrovia
		Gbarpolu County	1	1			
		Grand Cape Mount	1	1			
		Margibi	1	1			
		Montserrado	1	1			
Lot # 2	Vehicle rental <b>4 x 4-wheel drive SUV Jeep</b> /fully air conditioner, 6 seated, seat belts, driver, spare tire, jack, Am/FM radio and including fuel/gasoline. Valid Business Registration,	Gedeh	1	1			From Monrovia to the locations indicated, and back to Monrovia
		Nimba	1	1			
		Bong	1	1			
		Lofa	1	1			

	Insurance and valid Driver's license						
Lot 3	Vehicle rental <b>4 x 4-wheel drive SUV Jeep</b> /fully air conditioner, 6 seated, seat belts, driver, spare tire, jack, Am/FM radio and including fuel/gasoline. Valid Business Registration, Insurance and valid Driver's license	G. Bassa	1	1			From Monrovia to the locations indicated, and back to Monrovia
		Rivercess	1	1			
		Sinoc	1	1			
		G. Kru	1	1			
		River Gee	1	1			
		Maryland	1	1			
		Lofa	1	1			
		Nimba	1	1			

The Ministry of Education now invites sealed bids from eligible and qualified suppliers for the Vehicle Rental Services.

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

Interested eligible bidders may obtain further information from the Ministry of Education **Ministerial Complex, Procurement Division 3<sup>rd</sup> 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 securing declaration
- Availability of company owned fleets
- Delivery period upon signing of contract and Purchase Order)
- Must be a registered member of the PPCC official vendor listing
- Eligibility Certificate from Ministry of Transport

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 11:00 a.m., on Friday September 24, 2021.** Late bid will be rejected.

Bids will be opened in the presence of the bidders' representatives, who choose to attend on **Friday September 24, 2021 at 11:00 a.m.** 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:  08/12/2021  
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Julay S. Jargbah  
Supervisor/ Procurement

Approved:    
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Hon. Ansu D. Sonii Sr.  
Minister  
MINISTER

