



Republic Of Liberia
Ministry Of Foreign Affairs
Capitol Hill, Monrovia

Advertisement

Invitation for Bids (IFB)

1. The Ministry of Foreign Affairs has received funding from the Government of Liberia through the National Budget for fiscal year 2018/2019 to procure the service of the below procurement contract package. In light of this, the Ministry intends to enter into procurement contract with reputable and eligible vendors for the fiscal year 2018/2019 as indicated on a framework basis.

2. The Ministry now invites sealed bids from eligible and reputable vendors for the **Vehicle Repair and Maintenance Service**

CONTRACT PACKAGE CODE	CONTRACT PACKAGE TITLE	DEADLINE FOR BIDS SUBMISSION
Contract		
IFB No. MFA/NCB/002/18/19	Vehicle Repair and Maintenance Service	November 16, 2018

3. Bidding will be conducted through the *National Competitive Bidding Procedures* specified in the Public Procurement and Concessions Act of 2010 as amended and restated. This invitation is opened to all eligible bidders as defined in the Act and Regulations of the Public Procurement and Concessions Commission of Liberia.

4. A complete set of Bidding Document (s) in *English* is available at the Division of Procurement, 1st Floor, Ministry of Foreign Affairs, Capitol Hill, and can be picked up; beginning **Tuesday, OCTOBER 16, 2018** from 9:30 A.M to 4:30 P.M daily.

5. REQUIREMENTS FOR ELIGIBILITY

- ❖ *PPCC Vendor Registration Receipt/Certificate;*
- ❖ *Valid Business Registration Certificate;*
- ❖ *Valid LRA Tax Clearance;*
- ❖ *Past Performance References; and*
- ❖ *Ability to Pre-Finance*

6. Interested Bidders may obtain further information in writing from the *Procurement Division, 1st Floor or via e-mail to the following addresses: cflahn@yahoo.com, stanley_beain@yahoo.com and podiascosmith@gmail.com, at the latest, one (1) week before the deadline for the submission of bids.*

7. All bids must be accompanied by a bid Security in the format provided in the bid data section of the bidding documents.

8. All bids must be in one original plus *two (2) copies*, properly filled and enclosed in well labelled envelopes with the concerned contract package code and title, and must be delivered to the address below on or before **Friday NOVEMBER 16, 2018 at 1: 00 PM.**

Attn: Mr. Cyrus G. Flahn, Procurement Director
Tender Box
Division of Procurement, 1st Floor
Ministry of Foreign Affairs
Capitol Hill, Monrovia

9. Bids will be opened promptly thereafter in the public and in the presence of representatives of bidders who may choose to attend the opening in the Conference Room of the Minister of Foreign Affairs on the 4th Floor **at 1:05 P.M on NOVEMBER 16, 2018.**

10. Late bids, partial response to bids, electronic bids, and bids not qualified for receipt shall not be accepted for evaluation; irrespective of the circumstances.

Signed: _____

Austin W. Spiller, Acting Deputy Minister For Administration