



NATIONAL REVENUE AUTHORITY
(*Head Office*)

Invitation for Bids

NATIONAL COMPETITIVE BIDDING (NCB)

Date: March 14th, 2016

**SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE,
AND GENERATORS.**

Contract Identification Number: NRA/ADMIN/NCB/16/005

The National Revenue Authority has set aside funds for its operations during the financial year-2016. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the supply, delivery and installation of office furniture and generators

1. The National Revenue Authority now invites sealed bids from eligible suppliers for the following items:

Brief Description of Items to be procured

Item Number	Description	Delivery schedule	Bid Security (Le)
LOT 1	Office Furniture	Two weeks after signing of the contract	15,000,000
LOT 2	GENERATORS	Two Weeks After Signing of Contracts	20,000,000

Bidders can bid for one or both lots.

Partial quotations will be considered non-responsive.

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures in accordance with Sierra Leone National Public Procurement Act, 2004 and open to all eligible bidders defined in the Bid Document.
4. Interested eligible Bidders may obtain further information from and inspect the bidding documents at the **Procurement Unit, National Revenue**



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Authority, 2th Floor, Modesty House at 7 Bathurst Street, Freetown from 9.00am to 5:00pm – on Mondays to Fridays inclusive except on public holidays.

5. A complete set of bidding documents may be purchased by interested bidders on the submission of a written application and upon payment of a non-refundable fee of **LE250, 000.00 (Two Hundred and Fifty Thousand Leones)**. Payment should be by cash into NRA's Account {001-110618-10-00-01} at the Sierra Leone Commercial Bank, Siaka Stevens Street, and pay-in slip must be submitted to the Finance and Procurement Units.
6. Bids must be marked on the outer envelope **"SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR LOT ONE AND GENERATORS FOR LOT TWO."** and delivered to the above office **on or before 1.00 pm on Friday 8th, April 2016** and must be accompanied by the following documentation:
- A Bid security of **Le15,000,000 for lot one and Le 20,000,000 for lot two**, which **must be in the form of a valid Bank Guarantee from a reputable Bank and recognised by the Central Bank of Sierra Leone;**
 - A True Copy of a valid Business Registration Certificate
 - A True Copy of a valid Clearance Certificate from NASSIT
 - A True Copy of a valid Goods and Services Tax (GST) Certificate from (NRA).
 - **Brochure of furniture to be supplied MUST be submitted together with the bid.**
7. Bids will be opened on Friday April 8th, 2016 at 1:05 pm in the presence of bidders or their representatives who choose to attend, at **the Board Room, 2nd Floor, National Revenue Authority, Modesty House, 7 Bathurst Street, Freetown**. Late bids will be rejected and returned unopened to bidders.