



NATIONAL COMPETITIVE BIDDING

INVITATION FOR BID

Procurement of Electronic Items.

Procurement Number: EPASL/ADMIN/NCB/2025/002

Date of First Issue: 22nd April 2025

Environment Protection Agency generates its funds from Environmental Impact Assessment (EIA) license fees paid by companies, and intends to spend part of its funds to procure Electronic items for its office use.

1. EPA now invites sealed bids from eligible bidders for the supply of the under mentioned.

LOT NO.	Lot Description	DELIVERY SCHEDULE	BID SECURITY
1	Electronics Items	2 Weeks (From date of signing of contract)	Nle 6,000.00

2. Detailed descriptions and technical specifications of the items are attached in the bidding schedule of requirement
3. Interested registered supplier must bid for **all of the line items**, partial bidding shall constitute incomplete bidding. Unconditional discount on offer would have to be declared expressly before inclusion in the calculation of the bid price.
4. BIDDERS ARE ENCOURAGED TO CLEARLY STATE GST BEFORE GIVING FINAL TOTAL TO THE BID PRICE OR CLEARLY STATE 'EXCLUSIVE' IF NOT INCLUDED.
5. Bidding will be conducted through National Competitive Bidding (NCB) procedure in accordance with the public procurement Act 2016 of Sierra Leone and open to all eligible suppliers who can demonstrate the eligibility requirement as stated in the bidding document
6. Interested bidders may obtain further information and inspect the bidding document at **Environment Protection Agency 38 Freetown Road, Wilberforce Village Freetown, Sierra Leone** between **9:00 a.m. to 4:45 p.m.** from Monday to Friday except on Public holidays



7. A complete set of the Bidding documents may be purchased upon payment of a non-refundable fee of **Nle500.00 (Five Hundred Leones)**. All payment for bidding document must be paid to any of the National Public Procurement Authority (NPPA) sales bidding Bank Account: The pay-in slip must be submitted at the Senior Admin Officer 2nd Floor Board Room before a bidding document is issued to the bidder.

1. **Bank Name:** Bank of Sierra Leone
Account Name: NPPA-Revenue from sale of Bidding Documents
Account Number: 0111003981
BBAN: 000001011100398165
2. **Bank Name:** Union Trust Bank
Account Name: Revenue from sale of Bidding Sub Treasury
Account Number: 210113253-01
BBAN: 00-4001113253120144
3. **BANK:** Sierra Leone Commercial Bank
Account Name: NPPA-Revenue from the sale of bidding documents
Account Number: 0111003981
BBAN: 003001081791112183

The pay-in slip must be submitted at the Senior Admin Officer 2nd Floor Board Room before a bidding document is issued to the bidder Submission deadline is **1:30pm Local Time on Tuesday, 20th May 2025**. Bids must be delivered to the address below on or before **1:30pm Local Time on Tuesday, 20th May 2025**

All bids must be accompanied by:

- Bid Form/Price Schedule
- A valid Business registration certificate
- Bid Security of [6,000.00] from a reputable Commercial Bank; Electronic Items
- A valid tax clearance certificate;
- A valid NASSIT clearance certificate;
- A valid city council certificate
- A Valid registration certificate from the NPPA
- A signed Integrity Pact;
- One Year warranty
- Brochure of Equipment Items to be supplied
- Evidence of similar experience
- Manufacturer's authorization



Protecting Our

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Better Future

Bids will be publicly opened on **20th May 2025 at 1:35 P.M.**, in the presence of the bidders' designated representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

Completed application along with all relevant documents must be submitted in a sealed envelope boldly marked: **"PROCUREMENT OF ELECTRONICS ITEMS"** to the;

The Executive Chairman

Environment Protection Agency – Sierra Leone

2nd Floor, Board Room

38 Freetown Road, Wilberforce Village, Freetown