

Invitation for Bids

Ministry of Foreign Affairs and International Cooperation **(MFAIC)**

FRAMEWORK CONTRACT FOR FY-2021

Procurement Number See Different Procurement Numbers by lots

Date of First Issue 29TH January 2021.

**The Ministry of Foreign Affairs and International Cooperation has received funds *from Government of Sierra Leone* for the procurement of the non-consultancy services
FRAMEWORK CONTRACT FOR FISCAL 2021**

and now invites sealed bids from eligible bidders for the supply of:

**LOT.1. (MFAIC/ADM/ICB/2021/0010)
RETURNABLE AIR TICKETS ACROSS THE GLOBE**

**LOT.2. (MFAIC/ADM/NCB/2021/0008)
CLEANING, FUMIGATION, BEAUTIFICATION AND GARBAGE COLLECTION.**

**LOT.3. (MFAIC/ADM/NCB/2021/0002)
SUPPLY SPARE PARTS AND MAINTENANCE OF VEHICLES**

**LOT.4. (MFAIC/ADM/NCB/2021/0003)
MAINTENANCE AND REPAIRS OF PRINTERS, PHOTO COPIERS AND
SCANNERS.**

**LOT.5. (MFAIC/ADM/NCB/2021/0004)
MAINTENANCE AND REPAIRS/SERVICING OF AIR CONDITIONALS**

The above titled contracts are routine services, which the Ministry implement for the rest of its working hours, and as a result is looking forward to reputable service provider who can offer diligent services to his client.

Bidding is open to all suppliers who can demonstrate Past performance Records with other MDAs, Similar Experience not less than three (3) years, Capability of pre-financing the

services, Police clearance for all utility staff you shall send to the Ministry (for cleaning service provider only {lot.2})

Interested bidders may obtain further information and inspect the bidding document at the address below between 9:00 AM TO 4:00PM from Monday to Friday. Bidding documents may be purchased upon payment of a non-refundable fee of Le 500,000.00 Five Hundred Thousand Leones only.

Bids must be delivered to the address below on or before Friday 12th February 2021, at 11:00am. All bids must be accompanied by:

- A valid Business registration certificate
- Bid Security of
 - Lot 1: Eighty Million Leones (Le 80,000,000)
 - Lot 2: Twenty Million Leones (Le 20,000,000)
 - Lot 3: Five million Leones (Le 5,000,000)
 - Lot 4: Five million Leones (Le 5,000,000)
 - Lot 5: Five million Leones (Le 5,000,000)from a reputable Commercial Bank;
- A valid tax clearance certificate;
- A valid NASSIT clearance certificate;
- A signed Integrity Pact; [*see attached*]
- Bid Form Signed and Sealed
- [Police Clearance for Cleaning and Fumigation Services staff only (lot.2)]
- IATA Certificate for Air Tickets Bidders (lot.1)
- Evidence of Similar Supply
- Municipal Certificate
- Evidence of Financial capability in the form of Line of Credit or Audited Financial Statements for the Past two (2) years

NOTE:

ALL PAYMENTS FOR FRAMEWORK CONTRACTS IS BASED ON PREFINANCING, AND PAYMENT IS DONE AFTER DISBURSEMENT OF QUARTERLY ALLOCATION BY MINISTRY OF FINANCE.

Bids will be publicly opened on 12th February 2021 at 11:00am, 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.

The DDG Conference Room, by the Procurement Unit;
Ministry of Foreign Affairs and International Cooperation
4TH Floor Conference Room;
MFAIC BUILDING;
O.A.U Drive, Tower Hill;
Freetown.
Telephone/Fax/Email]