

Invitation for Bids

NATIONAL SOCIAL SECURITY AND INSURANCE TRUST



Procurement Number: NASSIT/ADMIN/VEH&MB/ICB/GOO1/2021

Date of First Issue: 29th January, 2021

The National Social Security and Insurance Trust has allocated funds for the procurement of Vehicles and Motor Bikes for the financial year 2021.

The Trust now invites sealed bids from eligible suppliers for the supply of vehicles and motor bikes as stated below:

ACTIVITY NO	DESCRIPTION OF GOODS AND LOT NOs.	QUANTITY	DELIVERY SCHEDULE: Not later	BID SECURITY
1	Vehicle – LOT 1	As specified in the schedule of Requirement	30 th May, 2021	SLL25 MILLION
2	Motor Bikes- LOT 2	As specified in the schedule of requirement	30 th May, 2021	SLL25MILLION

Detailed specifications and description of the items is attached to the schedule of requirement.

Interested bidders may bid for any or all the Lots. Partial bidding for items in a lot shall constitute incomplete bidding. Alternative bidding shall not be allowed. Unconditional discount on offer would have to be declared expressly before inclusion in the calculation of the bidding price.

Bidding will be conducted through International Competitive Bidding (ICB) procedure in accordance with the Sierra Leone National Public Procurement Act 2016 and open to all eligible suppliers who can demonstrate the eligibility requirement as stated in the bid document

Interested bidders may obtain further information and inspect the bidding document at the NASSIT HOUSE, 1ST FLOOR, 32 WALPOLE STREET, FREETOWN, SIERRA LEONE between 9am to 4pm, from Monday to Friday except on public holidays

A complete set of Bidding Document may be purchased upon payment of a non-refundable fee of SLL500,000.00(Five Hundred Thousand Leones). Payment should be made into National Social Security Account No 1433403 at the Rokel Commercial Bank, Siaka Steven Street. The pay-in slip must be submitted at the Finance Office 2nd Floor and submission of receipt issued by NASSIT Finance Office to the Procurement Office on the 1st floor before a bid document is issued to the bidder.

Interested bidders may download the Standard Bidding Document (SBD) from the Trust's website www.nassit.org.sl or collect hard copy from the Procurement Office and submit their bids along with evidence of payment of non-refundable fee of SLL500,000.00 (Five Hundred Thousand Leones) being cost of the Bidding Document. You can also download SBD from the NPPA Website. Submission deadline is 12noon on Monday, 15th March, 2021.

Bids must be delivered to the address below on or before Monday, 15th March, 2021. All bids must be accompanied by:

- A valid Business registration certificate
- Original Bid Security as stated in the table above and must be submitted from a reputable Commercial Bank;
- A valid tax clearance certificate or evidence of tax compliance in country of operations
- A valid NASSIT clearance certificate;(where applicable)
- Manufacturer's Authorisation (Where applicable)
- Brochures of items/equipment to be supplied containing the required specifications.
- A signed Integrity Pact; [See *attached*] to the tender document
- If submitting as Joint Venture (JV) OR as Agent for a company, must submit evidence of the JV or authorised Agent relationship duly registered.

A pre-bid meeting is scheduled to take place on Tuesday 23rd February, 2021 at 11am in the Conference room, NASSIT HOUSE, 32 Walpole Street, Freetown, Sierra Leone. Bids will be publicly opened on Monday, 15th March, 2021 at 1200noon 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.

Quotations must clearly indicate the cost of the items and taxes payable including Goods and Services Tax (GST) with evidence of GST Registration where GST is requested or applicable.

All bidders have the responsibility to download the bidding documents, therefore no liability will be accepted by the Trust for downloading incomplete documents. For further information you can contact the Procurement Department at the address below:

NATIONAL SOCIAL SECURITY AND INSURANCE TRUST
P. O. Box 29
Contact name: Procurement Office
First Floor
NASSIT HOUSE 32 Walpole Street;
Freetown, Sierra Leone