



**GOVERNMENT OF SIERRA LEONE
MINISTRY OF HEALTH AND SANITATION
INTEGRATED HEALTH PROJECTS ADMINISTRATION UNIT (IHPAU)**

Invitation for Bids

NATIONAL COMPETITIVE BIDDING

**PROCUREMENT OF PHYSICAL SERVICES (NON-CONSULTING SERVICES): Provision of
Insurance Service for Vehicles, Motor Bikes and PR Asset**

Procurement Number: **MOHS/IHPAU/GF/NCS/2021/001**

The Integrated Health Projects Administration Unit (IHPAU) under the Ministry of Health & Sanitation has received funds from Global fund through the Government of Sierra Leone for the procurement of **Physical services** and now invites sealed bids from eligible bidders for the production and provision of:

THE PROVISION OF INSURANCE SERVICE FOR VEHICLES, MOTOR BIKES AND PR ASSET.

Bidding is open to all firms who can demonstrate the ability to provide the services mentioned above within the specified time period. The successful bidder (s) will be required to sign a framework contract with a possibility of renewal over a three (3) period of the project lifecycle which for the services indicated in the schedule for requirement.

A framework contract is one in which is adopted by a purchaser:

- a) Where the services are needed “On Call” but where the quantity and timing of the requirements cannot be defined precisely in advance; or
- b) To reduce lead times for services which are needed repeatedly or continuously over a period of time, by having them available on a “Call Off” basis.

Section I. Invitation for Bids

Payment under this contract shall be for actual services delivered using the fixed unit prices specified in your bidding documents.

Interested Bidders can obtain further information and inspect the bidding document at the address below between the hours of 12:00am to 4pm Monday to Friday. Bidding documents may be purchased upon payment of a non-refundable fee of **Le Three Hundred Thousand Leones (SLL 300,000)** only. The method of payment will be by direct deposit to the following bank account and bring along receipt of payment before you collect the hard copy or soft copy in PDF format the bidding document.

Bank Name: Bank of Sierra Leone

Account Name: NPPA – Revenue from the sale of Bidding Documents

Account Number: 011100398165

BBAN: 000001011100398165

Alternatively, the potential bidders will also have the option to pay for the bidding document in any of the Transit Accounts at the following Commercial Banks:

Bank Name: Union Trust Bank

Account Name: Revenue from sale of Bidding Sub Treasury

Account No: 210113253-01

BBAN No: 00-4001113253120144

Bank Name: Sierra Leone Commercial Bank

Account name: Revenue from sale of Bidding Sub Treasury

Account No: 003001081791112183

Bank Name: Rokel Commercial Bank

Account Name: Revenue from sale of Bidding Sub Treasury

Account No: 02-011012428

BBAN No: 00200100210124286

Bids must be delivered to the address below on or before the **5th October 2021 at 12:00pm.**

All bids must be accompanied by:

- ✓ A valid NRA Tax clearance
- ✓ NASSIT Certificate
- ✓ A valid Business Registration certificate
- ✓ A valid Municipal License
- ✓ A valid SLICOM Certificate
- ✓ Evidence of Similar Contract performed. (LPO or Service contract attached)
- ✓ Audited Balance Sheet for the last three years

Section I. Invitation for Bids

- ✓ An Insurance Schedule
 - ✓ Bidders are required to inspect, assess and value the various asset (Building, Plant and Machinery, Vehicles, Motor Bikes and Office Equipment)
 - ✓ Insurance Company must have representation in the various regions.
- Post Evaluation

Sealed bids must be delivered to the address below on/ or before at 12:00hrs GMT, in the presence of bidders or their representatives who may choose to attend, at the address below. Late bids will be rejected and returned unopened to bidders. All Envelopes must be address to the:

The Procurement Specialist (Global Fund)

Integrated Health Projects Administration Unit (IHPAU)

23 Cantonment Road, Off Kingharman Road

Freetown

Telephone: +23277994718

E-mail: bakito_sl@yahoo.co.uk

Or C/o

Attn: The Team Lead – Fund Management Specialist

Ministry of Health and Sanitation (Sub- Office)

Integrated Health Projects Administration Unit (IHPAU)

23rd Cantonment Road, Off Kingharman Road

Freetown, Sierra Leone

Date of first Issue: 6th September 2021

