



NATIONAL REVENUE AUTHORITY
(Head Office)

REQUEST FOR PROPOSALS
(RFP)

National Revenue Authority

Date: 13th September 2021.

**RFP FOR THE PROVISION OF SECURITY SERVICES FOR NRA
OFFICES IN FREETOWN AND IN THE PROVINCES. FRAMEWORK
CONTRACT**

Procurement Number NRA/ADMIN/RFP/2021/077

The **National Revenue Authority** has set aside funds for its operations. It is intended that part of the proceeds of the funds will be used to cover eligible payments, under a Framework Contract(s) with a service provider(s) for the **Provision of Security Services for NRA Offices in Freetown and in the Provinces.**

The **National Revenue Authority** now invites sealed proposals (Technical and Financial) from eligible firms to provide **SECURITY SERVICES AT THE NRA OFFICES IN FREETOWN AND IN THE PROVINCES.**

Bidding will be conducted through Request for Proposals (RFP) procedures in accordance with the Sierra Leone Public Procurement Act, 2016 and open to all eligible bidders, who can demonstrate the ability and financial capability to provide the required services.

All interested bidders can obtain further information from and inspect the proposals at **The Procurement Unit, 4th Floor, 18 Wellington Street, Freetown from 9:00 am. to 5:00 p.m., Mondays to Fridays inclusive, except on public holidays,**

Bidding documents may be purchased upon payment of a non-refundable fee of **Le 250,000 (Two Hundred and Fifty Thousand Leones).** Payment should be by cash into the following **National Public Procurement Authority Accounts with details as shown: With the pay-in slip submitted to the NRA Procurement Unit, 4th Floor, 18 Wellington Street, Freetown.**

Bank Name: Bank of Sierra Leone
Account Name: NPPA-Revenue from sale of Bidding Documents
Account Number: 0111003981



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BBAN: 000001011100398165

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: 002001002101242863

Sealed Bids must be marked on the outer envelope “Proposal for the Provision of Security Services for NRA Offices in Freetown and in the provinces,” **One Original plus three copies of the Technical and Financial Proposals must be** delivered to the above office on or before **10:00 am on Monday, 11th September 2021** and must be accompanied by the following documentation:

- A certified true copy of a valid Business Registration Certificate
- Bid Security of twenty million Leones (**Le 20,000,000**) 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 certified true copy of a valid NRA tax clearance certificate
- A certified true copy of a valid NASSIT clearance certificate
- Evidence of similar contract for at least 3 years
- A certified true copy of a valid certificate from the Ministry of Labor and Social Security.
- Signed integrity pact (see attached)

Bids will be opened on **Monday, 11th October 2021 at 10:05 am**, in the presence of bidders’ representatives who choose to attend, at the above address. Late bids will be rejected and returned unopened to bidders.



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*National Revenue Authority
Training Hall, 5th Floor
18 Wellington Street
Freetown, Sierra Leone*

