



NATIONAL REVENUE AUTHORITY
(Head Office)

Invitation for Bids

NATIONAL REVENUE AUTHORITY
NATIONAL COMPETITIVE BIDDING (NCB)

Date: 29th April 2022

SUPPLY AND DELIVERY OF IT EQUIPMENTS

Contract Identification Number: NRA/ ICT /NCB/ 2022/032

1. The National Revenue Authority has set aside funds for its operations during the financial year 2022. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contracts for the supply and delivery of **IT EQUIPMENTS**.
2. The National Revenue Authority now invites sealed bids from eligible suppliers as follows:

Brief Description of Items

Lots	Description	Quantity	Delivery Period	Bid Security (Le)
Lot 1	Desktop Computers	60 PCS	FOUR WEEKS AFTER SIGNING OF CONTRACT	20,000,000
Lot 2	High Spec Laptop Computers Laptop Computers Laptop Bags	30 Pcs 60 Pcs 90 Pcs		20,000,000
Lot 3	Photocopiers Personal Printer and Copiers	5 Pcs 5 Pcs		15,000,000



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Lot 4	Uninterrupted Power Supply (UPS)	30Pcs	FOURE WEEKS	10,000,000
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Bidders may bid for one or all the lots. Partial Quotations for each lot will be considered Non-responsive

- Bidding will be conducted through National Competitive Bidding (NCB) procedures in accordance with Sierra Leone National Public Procurement Act, 2016 and open to all eligible bidders, who can demonstrate the ability and financial capability to supply the required items.
- Interested eligible Bidders may obtain further information from and inspect the bidding documents at the **Procurement Unit, National Revenue Authority, 4th Floor 18 Wellington Street, Freetown from 9.00am to 3:45pm, Mondays to Fridays inclusive except on public holidays.**
- A complete set of bidding documents may be purchased by interested bidders upon payment of a non-refundable fee of **LE 500, 000.00 (Five Hundred Thousand Leones)**. **Payment should be by cash into NPPA's Revenue Account, and a pay-in slip must be submitted to the Finance Department and/or Procurement Unit before the issuance of a Bid Document. The Accounts are:**

- Bank Name:** Bank of Sierra Leone
Account Name: NPPA- Revenue from sale of Bidding Documents
Account Number: 0111003981
BBAN: 000001011100398165
- Bank Name:** Union Trust Bank
Account Name: NPPA- Revenue from sale of Bidding Documents
Account Number: 210113253-01
BBAN: 00400111001113253120144
- Bank Name:** Sierra Leone Commercial Bank
Account Name: NPPA- Revenue from sale of Bidding Documents
BBAN: 003001081791112183
- Bank Name:** Rokel Commercial Bank



NATIONAL REVENUE AUTHORITY
(*Head Office*)

Account Name: *NPPA- Revenue from sale of Bidding Documents*
Account Number: *02-011012428*
BBAN: *000001011100398165*

6. Bids must be **clearly** marked on the outer envelope, indicating the lot or lots that you are interested in **"Supply and Delivery of IT Equipment, Desktop Computers Lot 1, High Spec Laptop Computers and Laptop Bags Lot 2 , Photocopiers, Personal Printers & Copiers Lot 3 and Uninterrupted Power Supply (UPS) Lot 4"** and delivered to the above office **on or before 11.00AM on Monday, 16th May 2022** and must be accompanied by the following documents:

- A Bid security of **LE 20,000,000 for LOTS 1 & 2, Le 15,000,000 for Lot 3 and Le10,000,000 for Lot 4** 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 True Copy of a valid Business Registration Certificate
- A True Copy of a valid tax clearance certificate from the National Revenue Authority (NRA);
- A True Copy of a valid Clearance Certificate from NASSIT.
- New Tax Identification Number (TIN)
- Sign Integrity Pact
- Each bid price must include 15% GST
- Evidence of similar contract for the past two years
- Coloured brochure of all items (IT Equipment's) to be supplied for evaluation purposes.

7. Bids will be publicly opened on **Monday, 16th May 2022 at 11:05 AM** in the presence of bidders or their representatives who choose to attend at **The Training Hall, 5th Floor, National Revenue Authority, 18 Wellington Street, Freetown.** Late bids will be rejected and returned unopened to bidders.