



**Republic of Sierra Leone  
Ministry of Foreign Affairs & International Corporation (MFAIC)**

**Invitation for Bids**

**MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL  
COOPERATION**

**Building Electricals and plumbing maintenance**

**Procurement Number: MFAIC/ADM/NCB/2022/0001**

**Date of First Issue 4<sup>th</sup> April, 2022**

The MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION

has [allocated/received] funds *GOVERNMENT OF SIERRA LEONE AND ITS PARTNERS* for the Procurement of the Rehabilitation and Refurbishment Works of the Ministry's Restroom (Toilets) and now invites sealed bids from eligible bidders for the supply of:

**Building and plumbing maintenance**

The Ministry is to contract various contractors for the above named contracts. The contracts are Procurement of the Rehabilitation and Refurbishment Works of the Ministry's Restroom (Toilets)

Bidding is open to all Contractors who can demonstrate capability of pre-financing the contracts.

Interested bidders may obtain further information and inspect the bidding document at the address below between 2:00 Pm, 19/4/2022 at the Ministry's Conference Hall 4<sup>th</sup> Floor.

**Bidding documents may be purchased upon payment of a non-refundable fee of Le 500,000, Five Hundred Thousand Leone.**

**The method of payment will be by direct deposit to the following bank account:**

**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**

**Bids must be delivered to the address below on or before 2:00 Pm, 19/4/2022 at the Ministry's Procurement Unit 4<sup>th</sup> Floor.**

**All bids must be accompanied by:**

- A valid Business registration certificate**
- Bid Security of Le 25,000,000 (Twenty Five Million Leones only) from a reputable Commercial Bank;**
- A valid tax clearance certificate;**
- A valid NASSIT clearance certificate;**
- A signed Integrity Pact; [see attached]**
- Evidence of Similar Contracts**
- Evidence Financial Capability**

**Bids will be publicly opened on 19<sup>th</sup> April, 2022 at 2:00 Pm, 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.**

**MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION**

**+23278603637**

**Framework contract for Works for Financial Year 2022.**

**Room number: procurement Unit**

**Building Name: MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATIO**

**Street Name: Tower Hill**

**City: Freetown**

**Telephone/Fax/Email]**



**Republic of Sierra Leone  
Ministry of Foreign Affairs & International Corporation  
(MFAIC)  
Invitation for Bids**

**FRAMEWORK CONTRACT FOR FY-2022**

Procurement Number **MFAIC/ADM/RFP/FWC/2022/0002**

Date of First Issue 4<sup>TH</sup> April, 2022.

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. RETURNABLE AIR TICKETS**

**LOT.2. CLEANING, FUMIGATION, BEAUTIFICATION AND GARBAGE COLLECTION.**

**LOT.3. SUPPLY SPARE PARTS AND MAINTENANCE OF VEHICLES**

**LOT.4. MAINTENANCE AND REPAIRS OF PRINTERS, PHOTO COPIERS  
SCANERS.**

**LOT.5. 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

Interested bidders may obtain further information and inspect the bidding document at the address below between 2:00 Pm, 20/4/2022 at the Ministry's Conference Hall 4<sup>th</sup>

**Floor. Bidding documents may be purchased upon payment of a non-refundable fee of Le 500,000, Five Hundred Thousand Leone.**

**The method of payment will be by direct deposit to the following bank account:**

**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**

**Bids must be delivered to the address below on or before 2:00 Pm, 20/4/2022 at the Ministry's Procurement Unit 4<sup>th</sup> Floor.**

**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]**
- [Police Clearance for Cleaning and Fumigation Services staff, and an IATA Certificate for Air Tickets Bidders]**

**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 20<sup>th</sup> April 2022 at 2:00pm, 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.**

**Ministry of Foreign Affairs;**  
**The Head of Procurement Unit;**  
**4<sup>TH</sup> Floor Conference Room;**  
**MFAIC BUILDING;**  
**O.A.U Drive, Tower Hill;**  
**Freetown.**  
**Telephone/Fax/Email]**  
Disbursement

**Pay No Bribe**



**Republic of Sierra Leone  
Ministry of Foreign Affairs & International Corporation (MFAIC)**

**Invitation for Bids**

**BIDDING DOCUMENT IN RESPECT OF FRAMEWORK  
CONTRACT**

**Procurement Number MAFIC/ADM/NCB/FWC/0001/2022**

**Date of First Issue 4th April, 2022.**

**The Ministry of Foreign Affairs and International Cooperation has received funds from Government of Sierra Leone for the procurement of Framework Contract to supply to following items as shall be described in the contact and now invites sealed bids from eligible bidders for the supply of:**

<b>No.</b>	<b>Framework Contract Description</b>	<b>Procurement Number</b>	<b>Lot. No.</b>
<b>1</b>	<b>Supply of Computer &amp; Accessories Consumables/Toner Cartridge for the Financial 2022</b>	<b>MAFIC/ADM/NCB/2022/0002&amp;7</b>	<b>1</b>
<b>2</b>	<b>Supply of Assorted Stationary items for the Financial 2022,</b>	<b>MAFIC/ADM/NCB/2022/0003</b>	<b>2</b>
<b>3</b>	<b>Supply of Assorted Provisions, Toiletries and Cleaning items for Financial 2022</b>	<b>MAFIC/ADM/NCB/2022/0005</b>	<b>3</b>

**The Contract period for the Supply & Delivery of the aforementioned goods will commence in the period of April 2022 through March 2023 under a Framework Contract Agreement. Payment will be done on quarterly basis by the Accountant General's Department for items supplied which may be less than the total contract price.**

**Bidding is open to all suppliers who can demonstrate eligibility of similar experiences with other MDAs.**

**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.

The method of payment will be by direct deposit to the following bank account:

**Bank Name:** Bank of Sierra Leone

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

**Account Number:** 011100398165

**BBAN:** 000001011100398165

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**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

Bids must be delivered to the address below on or before 2:00 Pm, 20/4/2022 at the Ministry's Procurement Unit 4<sup>th</sup> Floor.

All bids must be accompanied by:

- \* A valid Business registration certificate
- \* Bid Security of
  - Lot 1: Ten Million Leones (Le 10,000,000)
  - Lot 2: Ten Million Leones (Le 10,000,000)
  - Lot 3: 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*]
- \* Evidence of Similar Contracts
- \* Evidence Financial Capability

Bids will be publicly opened on 20<sup>th</sup> April, 2022 at 2:00 Pm, 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.

**MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION**

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**Framework contract for Works for Financial Year 2022.**

**Room number: procurement Unit**

**Building Name: MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATIO**

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***Pay No Bribe***