



Government of Sierra Leone
TREASURY BUILDING, GEORGE STREET, FREETOWN.

INVITATION FOR BID

PROCUREMENT OF SERVICES

Date of First Issue: 20th September, 2024

The Ministry of Finance has set aside funds from its annual allocation for the procurement of various Services for the 2025 financial year and now invites sealed bids from eligible bidders to enter into a framework contract for the provision of the services below.

No.	Description of activity	Bid Security (Le)	Procurement Number	Bid Price (Le)	Line of Credit (Le)
1	Provision of Air Ticket	400,000.00	MOF/ADMIN/NCB/2025/016	1,000.00	500,000.00
2	Provision of Fumigation Services	15,000.00	MOF/ADMIN/NCB/2025/014	500.00	100,000.00
3	Provision of Cleaning Services	50,000.00	MOF/ADMIN/NCB/2025/018	1,000.00	500,000.00
4	Provision of 150 Megabytes dedicated internet services	40,000.00	MOF/ADMIN/NCB/2025/034	500.00	300,000.00
5	Maintenance of Air Conditioners	15,000.00	MOF/ADMIN/NCB/2025/019	500.00	100,000.00
6	Maintenance of MoF's Data Centre	25,000.00	MOF/ADMIN/NCB/2025/030	500.00	200,000.00
7	Maintenance of Generators	15,000.00	MOF/ADMIN/NCB/2025/022	500.00	50,000.00
8	Maintenance of Vehicles	50,000.00	MOF/ADMIN/NCB/2025/020	500.00	250,000.00
9	Maintenance of Motor Bikes	15,000.00	MOF/ADMIN/NCB/2025/021	500.00	50,000.00

In its pursuit to formulate and implement sound economic policies and public financial management to ensure efficient allocation of public resources to promote stable economic growth and development in Sierra Leone, the Ministry of Finance is looking for potential service providers for the provision of the above-mentioned Services

Bidding is open to all suppliers who can demonstrate eligibility criteria as stated below:

- Must be a business that is legally operating in Sierra Leone,
- Must provide evidence of experience in similar assignment,
- Must provide financial capability in the form of audited financial statement for the current past three (3) years or

- A line of credit from a reputable commercial bank operation in Sierra Leone with a minimum amount as stated in the category above.
- Must provide a Bid security from a reputable Commercial Bank operating in Sierra Leone as stated in the category above.

Interested bidders may obtain further information and inspect the bidding document at the address below between 8 a.m. to 4:30 p.m. daily from Mondays to Thursdays and on Fridays from 8 a.m. to 2:30 p.m.

Bidding documents may be purchase upon payment of a non-refundable fee as stated above. Payment for the bidding document can be done at any of the following Banks below:

- **Bank: Bank of Sierra Leone,**
Account Name: NPPA-Revenue from the sale of Bidding Documents,
Account Number: 0111003981
BBAN: 000001011100398165
- **Bank: Union Trust Bank,**
Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
BBAN: 004001113253120144
- **Bank: Sierra Leone Commercial Bank,**
Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
BBAN: 003001081791112183
- **Bank: Rokel Commercial Bank,**
Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
BBAN: 002001002101242863 and a copy of the receipt submitted to the Procurement Unit at the address below for issuance of the bidding document.

Bids must be delivered to the address below on or before 22nd October, 2024 at 10:00a.m. all bids must be accompanied by:

- Valid Business documents,
- A signed bid form;
- A signed Integrity Pact;

Bids will be publicly opened on 22nd October, 2024 at 10:05 a.m. in the presence of bidders' designated representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

The Procurement Unit; Ministry of Finance; Methodist Church Building; 4 George Street; Freetown.

Telephone: +232 78 -350504

Email: khalilsesay@yahoo.com



Government of Sierra Leone

MINISTRY OF FINANCE
TREASURY BUILDING, GEORGE STREET, FREETOWN.

INVITATION FOR BID

PROCUREMENT OF GOODS

Date of First Issue: 20th September, 2024

The Ministry of Finance has set aside funds from its annual allocation for the procurement of various Goods for the 2025 financial year and now invites sealed bids from eligible bidders to enter into a framework contract for the provision of the services below.

No.	Description of activity	Bid Security (Le)	Procurement Number	Bid Price (Le)	Line of Credit (Le)
1	Supply and Delivery of Toner Cartridges	50,000.00	MOF/ADMIN/NCB /2025/001A LOT 1	500.00	1,000,000.00
2	Supply and Delivery of Toner Cartridges	50,000.00	MOF/ADMIN/NCB /2025/001B LOT 2	500.00	1,000,000.00
3	Supply and Delivery of Assorted Printers, Photo Copiers, Computers and I.C.T. Accessories	100,000.00	MOF/ADMIN/ NCB/2025/002	500.00	1,000,000.00
4	Supply and Delivery of Office Equipment	20,000.00	MOF/ADMIN/ NCB/2025/003	500.00	100,000.00
5	Supply and Delivery of Sundry Items at MoF	100,000.00	MOF/ADMIN/NCB /2025/004 A Lot 1	500.00	1,000,000.00
6	Supply and Delivery of Sundry Items at MoF	100,000.00	MOF/ADMIN/NCB /2025/004 B Lot 2	500.00	1,000,000.00
7	Supply and Delivery of Assorted Stationery Items	50,000.00	MOF/ADMIN/ NCB/2025/005	500.00	500,000.00
8	Supply and Delivery of Office Furniture	30,000.00	MOF/ADMIN/ NCB/2025/006	500.00	500,000.00

In its pursuit to formulate and implement sound economic policies and public financial management to ensure efficient allocation of public resources to promote stable economic growth and development in Sierra Leone, the Ministry of Finance is looking for potential bidders for the supply and delivery of the above-mentioned Goods.

Bidding is open to all suppliers who can demonstrate eligibility criteria as stated below:

- Must be a business that is legally operating in Sierra Leone,
- Must provide evidence of experience in similar assignment,

- Must provide financial capability in the form of audited financial statement for the current past three (3) years or
- A line of credit from a reputable commercial bank operation in Sierra Leone with a minimum amount as stated in the category above.
- Must provide a Bid security from a reputable Commercial Bank operating in Sierra Leone as stated in the category above.

Interested bidders may obtain further information and inspect the bidding document at the address below between 8 a.m. to 4:30 p.m. daily from Mondays to Thursdays and on Fridays from 8 a.m. to 2:30 p.m.

Bidding documents may be purchase upon payment of a non-refundable fee as stated above.

Payment for the bidding document can be done at any of the following Banks below:

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Account Number: 0111003981
BBAN: 000001011100398165
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Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
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- **Bank: Rokel Commercial Bank,**
Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
BBAN: 002001002101242863 and a copy of the receipt submitted to the Procurement Unit at the address below for issuance of the bidding document.

Bids must be delivered to the address below on or before 22nd October, 2024 at 10:00a.m. all bids must be accompanied by:

- Valid Business documents,
- A signed bid form;
- A signed Integrity Pact;

Bids will be publicly opened on 22nd October, 2024 at 10:05 a.m. in the presence of bidders' designated representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

The Procurement Unit; Ministry of Finance; Methodist Church Building; 4 George Street; Freetown.

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Government of Sierra Leone

MINISTRY OF FINANCE
TREASURY BUILDING, GEORGE STREET, FREETOWN.

Invitation for Bids

Ministry of Finance MOF)

Procurement of Works in respect of maintenance and refurbishment of buildings occupied by the Ministry of Finance

Procurement Number: MOF/ADMIMN/NCB/2024/033

Date of First Issue: 20th September, 2024

The Ministry of Finance has set aside funds from its annual allocation for the Procurement of Works in respect of maintenance and refurbishment of buildings occupied by the Ministry of Finance and now invites sealed bids from eligible bidders to enter into a framework contract in respect of the mentioned works.

Bidding will be conducted through National Competitive Bidding (NCB) procedures in accordance with the Sierra Leone Public Procurement Act, 2016 and open to all suppliers who can demonstrate the eligibility criteria as stated below:

- Provide evidence of experience in similar work for the past three (3) years.
- Provide Profile of the Firm
- Provide methodology and approach to carry out the work
- Provide evidence of financial capability in the form of audited financial statement for the recent past three year or
- A line of credit with a minimum value of **One Million New Leones (NLe1,000,000.00)** from a reputable commercial bank in Sierra Leone
- A valid copy of at least class C valid Ministry of Works and Public Assets (MOW&PA) Certificate.
- Must provide a Bid security of **Three Hundred Thousand New Leones only (NLe300,000)** from a reputable Commercial Bank operating in Sierra Leone

Interested bidders may obtain further information and inspect the bidding document at the address below between 8 a.m. to 4:30 p.m. daily from Mondays to Thursdays and on Fridays from 8 a.m. to 2:30 p.m. Bidding documents may be purchase upon payment of a non-refundable fee of (NLe1,000) One Thousand, Leones only.

Payment for the bidding document can be done at any of the following Banks below:

- **Bank: Bank of Sierra Leone,**
Account Name: NPPA-Revenue from the sale of Bidding Documents,

Account Number: 0111003981

BBAN: 000001011100398165

- **Bank: Union Trust Bank,**
Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
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- **Bank: Rokel Commercial Bank,**
Account Name: NPPA-Revenue from the sale of bidding documents,
Account Number: 0111003981
BBAN: 002001002101242863 and a copy of the receipt submitted to the
Procurement Unit at the address below for issuance of the bidding document.

Bids must be delivered to the address below on or before **22nd October, 2024** at *10:00 a.m.*

All bids must be accompanied by:

- A valid NRA tax clearance certificate;
- A valid NASSIT clearance certificate;
- A signed Integrity Pact;
- Signed and Stamped bid form

Bids will be publicly opened on **22nd October, 2024** at *10:05 a.m.* in the presence of bidders' designated representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

Head of Procurement Unit;

Ministry of Finance;

Conference Room- Methodist Church Building;

4 George Street;

Freetown;

Telephone: +232 78 -350504

Email: khalilsesay@yahoo.com