Road Maintenance Fund Administration
3rd& 4th Floor
Maritime House
Government Wharf
Freetown
Sierra Leone
Phone: +232 88 785 900

Invitation for Bids

Road Maintenance Fund Administration (RMFA)

PROCUREMENT OF CONSUMABLES AND OFFICE SUPPLIES

Procurement Number: LOT 1 : RMFA/Admin/NCB/G/03/2026

PROCUREMENT OF COMPUTER CONSUMABLES

Procurement Number: LOT 2 : RMFA/Admin/NCB/G/04/2026

Date of First Issue: 2nd November, 2026

The Road Maintenance Fund Administration (RMFA) has allocated funds from its annual budget, and intends to spend part of this fund towards eligible payment under the contract for the **Procurement of Lot 1: Consumables and Office Supplies**
Procurement of Lot 2: Computer Consumables

The Road Maintenance Fund Administration (RMFA) invites sealed bids from eligible bidders who can demonstrate technical and financial capabilities under framework Contracts to Supply of the following Lot 1: Consumables and Office Supplies Lot 2: Computer Consumables

Bidding will be conducted through National Competitive Bidding (NCB) procedures specified in the Public Procurement Act of 2016 and the Regulations of 2020

Bidding is open to all suppliers who can demonstrate Technical and Financial capability to supply the required items

Interested bidders may obtain further information and inspect bidding document at the address below between **11:00 am to 3:00 pm from Mondays to Fridays.**

Interested Bidders can obtain the Bid document for a non-refundable fee Le 200 (Two Hundred New Leones)
Into a Treasury Single Account Number 0111003981 at the Central Bank of Sierra Leone Single Account Number 0111003981 at the Central Bank of Sierra Leone,21011325301 Union Trust Bank, 00300108179112183 Sierra Leone Commercial Bank, 02011012428 Rokel

Commercial Bank and issue the payment slip to obtain the Bid document at RMFA office 3rd & 4th Floor Maritime House.

Bids will be opened on the 2nd December, 2026 at 11:05 am. in the presence of bidders or their representatives and those who chose to attend at the Board Room of the Road Maintenance Fund Administration, 3rd Floor Maritime House, Government Wharf, and Freetown. Late bids will be rejected and returned unopened to bidders:

- **A valid Business registration certificate**
- **Bid Security of Le 10,000.00 (Ten Thousand Leones) for Lot 1 and Le 7,000 (Seven Thousand Leones) for Lot 2: from a reputable Commercial Bank;**
- **A valid NRA tax clearance certificate;**
- **A valid NASSIT clearance certificate;**
- **Valid NPPA Certificate**
- **Valid Local Council Certificate**
- **A signed Integrity Pact; [*see attached*]**
- **Signed and Stamped Bid Form**

Bids will be opened on the 2nd December, 2026 at 11:05 am in the presence of bidders or their representatives who chose to attend, at the Board Room of the Road Maintenance Fund Administration, 3rd Floor Maritime House, Government Wharf, and Freetown. Late bids will be rejected and returned unopened to bidders.

Bids must be delivered to the address below on or before 11:00 pm. on the 2nd December. 2026 at 11:00 am.

The Procurement Unit
Road Maintenance Fund Administration
3rd& 4th Floor
Maritime House
Government Wharf
Freetown