



Liberia Electricity Corporation

P.O.Box 10-165 Waterside

1000 Monrovia, 10 Liberia

INVITATION FOR BIDS (IFB)

Supply and Delivery of Stationaries & Office Supplies at the LEC's Bushrod Island Warehouse

IFB Number: LEC/GOL/NCB/G4761/001/2016/2017

NATIONAL COMPETITIVE BIDDING

1. The Liberia Electricity Corporation has received budgetary allocation from the Government of the Republic of Liberia and intends to apply part of the proceeds for payments under the contract No: **IFB Number: LEC/GOL/NCB/G4761/001/2016/2017** for the **Supply and Delivery of Stationaries and Office Supplies at the LEC Bushrod Island Warehouse on a framework contract basis.**
1. The **Liberia Electricity Corporation** now invites sealed bids from eligible and qualified bidders for the Supply of Stationery and Office Supplies described as in the Schedule of Requirement of the Bid Document.
2. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the Government of Liberia's Public Procurement and Concessions Commission Act and Regulations (PPCA) and approved by the PPCC, and are open to all bidders from Eligible Source Countries as defined in the Guidelines.
3. Interested eligible bidders may obtain further information from the Liberia Electricity Corporation and inspect the Bidding Documents at the address given below from 0900 to 1700 hours, Monday to Friday, excluding public holidays. More information on how to purchase bidding documents can be obtained by contacting **Titus Morlue** or **Alfred Cassel** at tmorlu@lecliberia.com and acassell94@yahoo.com respectively.
4. Qualifications requirements include:
 - a. Bidders must submit copy of current Business Registration Certificate
 - b. Bidders must provide current Tax Clearance Certificate
 - c. Bidders must have PPCC Vendor registry Form (VRF)

- d. Bidders must have successfully completed at least two (2) similar contracts done within the last three (3) years of similar nature.
 - e. Bidder must provide record of past performance
 - f. Bidder must provide Power of Attorney Authorizing Signatory to the bid
5. A complete set of bidding documents in *English* may be purchased by interested eligible bidders upon the submission of a written application to the address below and upon payment of a nonrefundable fee of **US\$100.00**. The method of payment will be by Banker's Check in favor of LEC a direct by payment into **Liberia Electricity Corporation Cash EPP No: 0011134701652405, (Swift Code No. ECOCLRLM)** held with **ECO BANK LIBERIA LTD** and submitting the payment advice as evidence to collect the Bid Documents. An additional amount will be charged for deliveries by courier.
6. Bids must be delivered to the address below at or before **10:00 am** Local time, on **Thursday, June 23rd, 2016**. Electronic bidding will not be permitted. Late bids will be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend in person at the address below at **10:00 am** on **June 23rd, 2016**. All bids must be accompanied by a **Bid securing declaration in accordance with the format presented in the Bdi document**.
7. The address referred to above is:

The Chief Executive Officer,
Liberia Electricity Corporation
P.O Box10 – 165 Waterside
1000 Monrovia, 10 Liberia

Email: pgraham@mhi.mb.ca and copied to pmashingaidze@lecliberia.com and procurement@lecliberia.com