

Invitation for Bids

NATIONAL REVENUE AUTHORITY

NATIONAL COMPETITIVE BIDDING (NCB)

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Date: December 2, 2014

**SUPPLY AND DELIVERY OF COMPUTERS AND ACCESSORIES, PRINTERS,
PHOTOCOPIERS AND SCANNERS.**

Contract Identification Number: NRA/ICT/NCB/02/12/2014

1. The National Revenue Authority has set aside funds for its operations during the financial year-2014. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the supply and delivery of computers and accessories, printers, photocopiers and scanners.
2. The National Revenue Authority now invites sealed bids from eligible suppliers for the supply and delivery of computers and accessories, printers, photocopiers and scanners as follows:

Brief Description of Items to be procured

Item Number	Description	Quantity	Total Bid Security
1	Desktop	51	Le 6,000,000
2	Laptop	7	
3	Printers	28	
4	Photocopiers	9	
5	Scanners	3	
6	UPS	75	
7	AVR	51	
8	Switch	3	

Bidders must bid for all the above items.

Partial quotations will be considered non-responsive.

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures in accordance with the Sierra Leone National Public Procurement Act 2004, and open to all eligible bidders defined in the Bid Document.
4. Interested eligible Bidders may obtain further information from and inspect the bidding documents at the **Procurement Unit, National Revenue Authority, 2th Floor, Modesty House at 7 Bathurst Street, Freetown from 9.00am to 5:00pm – Mondays to Fridays inclusive except on public holidays.**
5. A complete set of bidding documents may be purchased by interested bidders on the submission of a written application and upon payment of a non-refundable fee of **LE350, 000.00 (Three Hundred and Fifty Thousand Leones). Payment should be made by cash into NRA's Account {001-110618-10-00-01} at the Sierra Leone Commercial Bank, Siaka Stevens Street, and pay-in slip must be submitted to the Finance and Procurement Units.**
6. Bids must be marked on the outer **envelope "supply and delivery of computers and accessories, printers, photocopiers and scanners"** and delivered to the above office **on or before 12.00 noon on Friday 19 December, 2014**, and must be accompanied by the following documentation:
 - A Bid security of **LE 6,000,000** 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 certificate from the National Revenue Authority (NRA);
 - A true copy of a valid clearance certificate from NASSIT;
 - A true copy of a valid Goods and Services Tax (GST) certificate from (NRA).
 - An evidence of similar supply, previously made
7. Bids will be opened on Friday 19th December, 2014, at **12:15pm** in the presence of bidders or their representatives who choose to attend, at **the Board Room, 2nd Floor, National Revenue Authority, Modesty House, 7 Bathurst Street, Freetown.** Late bids will be rejected and returned unopened to bidders.

