

Invitation for Bids (IFB)

National Competitive Bidding (NCB)

PUBLIC FINANCIAL MANAGEMENT IMPROVEMENT AND CONSOLIDATION PROJECT

Credit Nr. 53300-SL

SUPPLY, DELIVERY AND INSTALLATION OF AN INTEGRATED HELP DESK SOLUTION TO THE MINISTRY OF FINANCE TO SUPPORT IFMIS AND OTHER PFM RELATED PROGRAMMES

IFB No: SL-MoFED-137060-NC RFB

Date of Issue: 10th October, 2019

1. This Invitation for Bids follows the General Procurement Notice for this Project that appeared in UNDB online on the 19th September, 2014.

2. The Government of Sierra Leone has received funds from the International Development Association (IDA) of the World Bank, Multi-Donor Trust Funds (MDTF), European Union (EU), DFID and pool funding from the AfDB toward the cost of Public Financial Management Improvement and Consolidation Project, and it intends to apply part of the proceeds of these funds to payments under the agreement resulting from this **IFB No: SL-MoFED-137060-NC RFB**

3. The Public Financial Management Improvement and Consolidation Project of the Ministry of Finance now invites sealed bids from eligible and qualified bidders for the ***SUPPLY, DELIVERY AND INSTALLATION OF AN INTEGRATED HELP DESK SOLUTION TO THE MINISTRY OF FINANCE TO SUPPORT IFMIS AND OTHER PFM RELATED PROGRAMMES***

4. Bidding will be conducted using the National Competitive Bidding (NCB) procedures specified in the World Bank's Guidelines: *Procurement under IBRD Loans and IDA Credits* (Dated January, 2011, revised 2014) and is open to all Bidders from eligible bidders as defined in the Guidelines that meet the following minimum qualification criteria:

- i. Audited Financial Statements for the past 3 Years with an annual turnover of Le 2,000,000,000
- ii. Power of Attorney
- iii. Joint Venture Agreement (where applicable)
- iv. Bid Security of Forty Million Leones (Le 40,000,000)
- v. Evidence of undertaking two similar assignments of the same nature and magnitude within the last five (5) years. Note: **Letter(s) of reference/copy of signed contract from the purchaser must be provided. Maintenance support of 1 year.**

- vi. Experience and Technical Capacity
The Bidder shall furnish documentary evidence of supply, delivery and installation of an Integrated Help Desk Solution for the past five years

In addition to the above, such documents are required from bidders.

- A certified true copy of a valid Business Registration certificate or business license in conformity with the provision of the laws of the country of the bidder.
- A certified and up to date true copy of a valid Tax Clearance Certificate from the relevant authority in conformity with the provision of the laws of the country of the bidder.
- A certified and up to date NASSIT

5. Interested and eligible Bidders may obtain further information from and inspect the bidding documents at the address below.

6. A complete set of bidding documents in *English* may be purchased by interested Bidders on the submission of a written application at the address below and upon payment of a non-refundable fee of One Million Leones (Le1,000,000.00)

The method of payment will be Cash or by Bank transfer, Wire transfer and direct payment in the Account listed below:

Account number: 003001014156030144

Account Name: Public Financial Management Improvement and Consolidation Project.

Bank: Sierra Leone Commercial Bank, Siaka Stevens Street, Freetown, Sierra Leone

Swift Code: SLCBSLFR

Correspondent Bank: Crown Agent Bank Ltd., London

US\$ Account Nr: 33445101

GBP Account Nr: 33445001

EUR Account Nr: 33445401

Swift BIC: CR ASGB 2L

The documents may be collected by hand at the address below or sent by electronic mail at no additional cost or sent in hard copy by courier to an address specified by the bidders in their written application at an additional non-refundable cost of *Le 1,000,000.00* for overseas deliveries for bidders who select this mode of transmission.

7. Sealed Bids must be delivered to the address below on or before **Thursday 7th November 2019 at 1100 Hours GMT**. Electronic bidding will **not** be permitted.

The amount of Bid Security required is Forty Million Leones (Le 40,000,000). Late bids will be rejected.

Bids will be opened in the presence of Bidders' representatives who choose to attend at **Main Conference Room, Project Fiduciary Management Unit, and Ground Floor 13A Howe Street, Freetown, Sierra Leone on Thursday 7th November, 2019 at 1100 Hours GMT.**

The bids shall remain valid for *120 days* starting from the deadline date of bid submission.

Further information can be obtained at the address below during office **hours 9:00 to 5:00 Hours, Sierra Leone time.** Clarification request shall be in writing and sent before the deadline stated in the BDS. **To apply for a soft copy of the Bidding Documents, suppliers shall attach to their request, evidence of payment for the hard copy. Bidders shall NOT submit bid by e-mail. Sealed bids shall be submitted to:**

**Team Lead,
Projects Fiduciary Management Unit
First Floor
13A Howe Street (former World Bank Country Office)
Freetown, Sierra Leone**

Tel: Cell: + 232 76672186

E-mail: pfmu2018@gmail.com