



**GOVERNMENT OF SIERRA LEONE
MINISTRY OF FINANCE**

**REQUEST FOR EXPRESSION OF INTEREST FOR THE RECRUITMENT OF
AUCTIONEERS FOR 2020 PUBLIC AUCTION SALES AT QUEEN ELIZABETH II
QUAY**

Contract Identification Number: MoF/RTPD/07/08/2020

Issue Date: 20th August, 2020.

BACKGROUND

The Ministry of Finance under its mandate enshrined in Section 41 (1) (d) of the Customs Act 2011 oversees the public auction sale of uncleared and abandoned goods at the Queen Elizabeth II Quay in order to recover potential Government revenues. Thus, while this recurring exercise is critical to decongesting the port, its main goal is to recover potential Government revenues.

On the basis of managing the process, the auction exercise is overseen by a committee chaired by the Ministry of Finance, with representation from the National Revenue Authority (NRA), the Sierra Leone Ports Authority (SLPA) and the National Assets and Government's Property Commission. The Anti-Corruption Commission and the Sierra Leone Police have only been participating in the process as observers during physical examination of gazetted consignments.

The Committee is mandated by the Minister of Finance to oversee the entire auction process, from its inception to completion, ensuring that guiding principles are followed through.

Integral to the auction process is the appointment of auctioneers. The Committee currently requires the services of independent auctioneer contractors licensed to undertake Public Auction Sale of unclaimed and abandoned goods at the State Warehouse, Queen Elizabeth II Quay.

Thus, applications are invited from suitably qualified Sierra Leonean for the Position of Public Auctioneer for the sale of unclaimed and abandoned goods (containers, vehicles and Baggage Hall Cargoes) at the Queen Elizabeth Quay that have exceeded the grace period of ninety days.

REQUIREMENTS

All applicants for the position of Public Auctioneer must satisfy the following minimum requirements:

- (i) Must have a registered business or company with an established office space;
- (ii) Must be a registered Licensed Auctioneer with valid up-to-date License;
- (iii) Must be compliant taxpayer by providing evidence with tax clearance certificates;
- (iv) Must have good character with proven track record of Public Auction; and
- (v) Must provide an up-to-date bond guarantee of Le20m from a reputable Commercial Bank operating within the country.

JOB SPECIFICATION

The Public Auctioneer shall perform the following responsibilities among others:

- (i) To assist in the disposal of all unclaimed and abandoned goods (Vehicles, Baggage Hall Cargoes and Containers);
- (ii) To conduct the auction sales in accordance with established guidelines and procedures prescribed in the appointment letter and/or contract;
- (iii) To ensure that only gazetted public auction items are put on sale and shall not be sold below their minimum or reserved prices;
- (iv) All unsold public auction goods should be returned to the Public Auction Committee;
- (v) Auctioneer must ensure that all public auction goods sold are removed from the port not later than five days following the issuance of the NRA receipt.
- (vi) To submit a report on the conduct of the public auction sales to the Public Auction Committee;
- (vii) Any other duty assigned by the Public Auction Committee.

QUALIFICATION AND EXPERIENCE

Must have completed at least high school education; with proven knowledge and track record in the conduct of public auction.

Applications together with photocopies of academic qualifications, curriculum vitae, valid business registration license, valid income tax clearance certificate, valid auctioneering license and names with full contact addresses of three (3) should be sent to:

***The Public Auction Committee Chairman
Revenue and Tax Policy Division
Ministry of Finance
First Floor, Treasury Building
George Street – Freetown***

Application should reach the above address not later than **Friday, 28th August, 2020 at 2:00 PM**. Please note that only shortlisted applicants will be contacted for interview.