Invitation for Bids (IFB)

NATIONAL COMPETITIVE BIDDING (NCB)

The Ministry of Education (MOE) has received funding from the Government of Liberia National Budget 2020/2021, and intends to apportion part towards eligible payments under a Framework Contract for the supply of the below listed contract packages:

The Ministry of Education now invites sealed bids from eligible and qualified bidders for the contract packages as stated below:

**Contract Package 4: Supply of Stationery**  
**IFB No. MOE/NCB/001/20/21**

<table>
<thead>
<tr>
<th>Package</th>
<th>Description</th>
<th>Date of issue &amp; Time</th>
<th>Submission date &amp; Time</th>
<th>Bid Security</th>
<th>Bid document price</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>Supply of Stationery &amp; Ink Cartridges (A4 paper, pen, stapler machine etc.)</td>
<td>Wednesday September 16, 2020</td>
<td>Friday, 10:00am, October 9, 2020</td>
<td>Bid Security</td>
<td>US$50.00</td>
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Bidding will be conducted through the National Competitive Bidding (NCB) procedure specified in the Public Procurement and Concessions Act (PPCA) and approved by the Public Procurement and Concessions Commission (PPCC) and is open to all qualified eligible bidders.

Interested eligible bidders may obtain further information from the Procurement Unit on the 3rd Floor of the Ministry of Education located at the Ministerial Complex, Congo Town and inspect the Bidding documents from Wednesday September 16, 2020 to Friday October 2, 2020, beginning at 9:00 a.m. - 4:00 p.m.

Qualification requirements:

See Bid Data Sheet in the bidding documents for requirements and additional information.

A complete set of bidding documents in English can be purchase by interested bidders for a nonrefundable fee of US$50.00 from the Procurement Division on the 3rd floor, Ministry of Education.

Bids must be delivered in a sealed envelope to the Procurement Unit on the 3rd Floor of the Ministry of Education located at the Ministerial Complex, Congo Town Monrovia, Liberia not later than the date indicated above. Late Bids will be rejected.

Bids will be open in the presence of the Bidders’ representatives who choose to attend on the date & time indicated above on 3rd floor of the Ministry of Education, Procurement Unit, Ministerial Complex, Monrovia, Liberia. All bids shall be valid for a period of 90 days after the deadline for Bid submission. Please note that electronic bids are not acceptable.
All Bids must be addressed to:

PROCUREMENT UNIT
3rd FLOOR
MINISTRY OF EDUCATION
MINISTERIAL COMPLEX, CONGO TOWN
1000 LIBERIA, 10 MONROVIA
MOBILE NUMBER: +231886473729/0770035054
EMAIL ADDRESS: procurement@moe.gov.lr

Signed: Julay S. Jargbah
Supervisor/Procurement

Approved: Prof. Ansu D. Sonii, Sr.
MINISTER