

Deputy Commissioner General Administrative Affairs



LRA/SGB-DCGAA/lwjw/12-559/"2022

Invitation to Bids (IFB) National Competitive Bidding Procurement of Non-Consulting Services

Provision of Vehicle Insurance Services IFB No./LRA/NCB/005/2023

- The Liberia Revenue Authority (LRA) has received funds from the Government of Liberia through budgetary allocations and intends to use portion of it to fund eligible payment under the contract for the Provision of Vehicles & Motorbikes Insurance Services for the fiscal year 2023.
- This bidding covers the Provision of Vehicle Insurance Services to the LRA as Fully detailed under Section V- Technical Specification as indicated below:

Lot	Description	Quantity
la	Vehicle Insurance (Third party insurance)	21
1b	Vehicle Insurance (Comprehensive insurance)	22
2	Motor Bikes Insurance (Third Party insurance)	55

- The LRA now invites sealed bids from all eligible and qualified bidder for the Provision
 of Vehicle & Motorbike Insurance Services. Bidding will be conducted through the
 National Competitive Bidding (NCB) procedures as specified in the PPC Act 2010 and is
 open to all eligible bidders.
- 4. Interested eligible bidders may obtain further information from

Lovetta W. J. Williams

Liberia Revenue Authority Headquarters

Basement Floor

ELWA Junction Paynesville, Liberia Tel: 231-(0886) -676-046

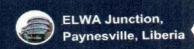
Email: lovetta.johns@lra.gov.lr and procurement@lra.gov.lr

- Qualification's requirements: All bids must be accompanied by;
- A bid security (in the form of a Managers Check/Bank Guarantee)
- Current Tax Clearance and Current Business registration with Activity Code K6512
- PPCC Vendors Registrar
- Submission of Company Profile
- Proof of Similar goods supplied
- Insurance Company must be registered on CBL Insurance Registrar
- 6. Bids must be delivered to the address below on or before Friday, January 20, 2023 at 11:00 am.









Procurement Section Liberia Revenue Authority Headquarters **Basement Floor ELWA Junction**

Paynesville, Liberia

- 7. Bids shall be valid for a period of Ninety (90) days after the deadline of bid submission. All Bids must be accompany by Bid Security of USD500.00 (Five Hundred United State Dollars) and shall be valid for the period of ninety (90) days after the deadline of submission.
- 8. Bids will be opened on Friday, January 20, 2023 at 11:00 am, in the presence of bidders' representatives who choose to attend, at the address below.

LRA Headquarters, Basement Floor ELWA Junction Paynesville, Liberia

- 9. A complete set of Bidding Document in English may be picked up by interested bidders from the Procurement Section at LRA headquarters at a nonrefundable fee of US\$25.00, Beginning Friday, December 23, 2022 between 9:30am & 3:30pm daily.
- 10. A Pre- Bid meeting will be held at the conference room of the LRA Headquarters, Basement Floor on Friday, January 6, 2023 at 2:00 pm to answer questions relevant to the bidding process.
- 11. Bids must be submitted both in hard and electronic copies. Electronic bid should be submitted through the link: procurement@lra.gov.lr. Late bids will be rejected and returned unopened.
- 12. The most responsive Bidder will be issued a Framework Contract
- 13. All bids must be clearly marked with the address indicated below.

Provision of Vehicle & Motorbike Insurance Services,

Ref: IFB No. LRA/NCB/005/2023

Liberia Revenue Authority

LRA Headquarters,

Basement Floor

ELWA Junction. Pavnesville, Liberia

Tel: 231-(0886) -676046

Email: lovetta.johns@lra.gov.lr and procurement@lra.gov.lr

14. The Liberia Revenue Authority reserves the right to reject or accept any bid submitted and to annul the entire process at any time for reasons to be communicated to bidders without incurring any liability.

Lovetta W. J. Williams

Procurement Manager

Approved: WMS DIN

Samuel G. Bennett/Jr.

Acting Deputy Commissioner General

Administrative Affairs