



Invitation to Bid
National Competitive Bidding
Provision of Security Guard Services
IFB No. LRA/SBA/NCB/004/2024

The Liberia Revenue Authority (LRA) has received budgetary appropriation from the FY - 2024 National Budget for the Provision of Security Guard Services (**IFB No. LRA/SBA/NCB/004/2024**), and is now inviting your company along with others as follows:

The Liberia Revenue Authority now invites sealed bids from eligible and qualified bidders for the Provision of **Security Guard Services**. Bidding will be conducted through the **National Competitive Bidding (NCB)** procedures specified in the **PPCA, 2010** and is opened to all eligible bidders.

A complete set of bidding document in **English** may be pickup at a non-refundable fee of **US\$25.00** by interested bidders at LRA Headquarters beginning **Thursday, July 4, 2024** between **9:30am to 3:30pm** daily.

Interested eligible bidders may obtain further information from the below address within the hours of 9:30 am to 3:30pm daily

Lovetta W. J. Williams
Basement Floor
Liberia Revenue Authority Headquarters
ELWA Junction
Paynesville, Liberia
Tel: 231-(0886) – 676-046
Email: lovetta.johns@lra.gov.lr

Sealed bids must be delivered to the address below on or before and not later than **Thursday, July 18, 2024 at 12:00 Noon** All Bids must be accompanied by a Bid Security in form of Manager's check/Bank Guarantee of **US\$500** from a reputable bank and must be valid for the period of **90 days**. Bids must be valid for **90 days** after the deadline of submission.

Qualification requirement include:

- 1) Valid Business Registration Certificate (registered with Business Code: (N8010)
- 2) Valid Tax Clearance
- 3) Company Profile
- 4) Proof of similar Services Rendered (with Completion Certificate from previous client)
- 5) Bid Security (in the form of a Managers Check/Bank Guarantee)
- 6) Permit from Ministry of Justice
- 7) PPCC Vendor Registration Certificate
- 8) Credentials of **all** Staff

A **pre-bid meeting** will be held at the conference room of the LRA Headquarters, Basement Floor on **Thursday, July 18, 2024 at 12:00 Noon**

Bids must be submitted both in hard and electronic copies. Electronic bid should be submitted through this link: procurement@lra.gov.lr. Late bids will be rejected and returned unopened.

All bids must be clearly marked with the address indicated below.

Bids will be opened in the presence of bidders who choose to attend or their representatives on **Thursday, July 18, 2024 at 12:00 Noon** in the Conference Room on the Basement Floor of the LRA Headquarters.

The address referred is:

Provision of Security Guard Services
Ref: IFB No. LRA/SBA/NCB/004/2024
Liberia Revenue Authority,
LRA Headquarters
Paynesville, Liberia
Tel: 231-(0886) -676-046 Email: lovetta.johns@lra.gov.lr

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

Signed :



Lovetta W. J. Williams
Procurement Manager

Approved:



Samuel G. Bennett Jr.
Deputy Commissioner General
Administrative Affairs

