



**Re-Tender Invitation for Bid (IFB)  
National Competitive Bidding  
Provision of Medical Insurance Services  
Ref: IFB No./LRA/NCB/002/2024**

1. 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 for an Insurance Company to provide **Medical Insurance Services** for fiscal year 2024.
2. This bidding covers the Provision of Medical Insurance Services to the LRA as Fully detailed under Section V- Technical Specification as indicated below:

Item	Description	Quantity
1.	<b>Medical Insurance: Personnel &amp; Dependents</b>	<b>920 + 3 dependents each</b>

3. The LRA now invites sealed bids from all **eligible and qualified bidders** for the Provision of **Medical Insurance Services**. Bidding will be conducted through the National Competitive Bidding (NCB) procedures as specified in the **PPC Act of 2010** and is opened to all eligible bidders.
4. 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 cost of **Twenty-five (US\$25.00) United States Dollars**, from Friday, August 9, 2024 between 9:30am to 3:30pm daily.
5. 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) -676046 Email: [lovetta.johns@lra.gov.lr](mailto:lovetta.johns@lra.gov.lr)**
5. **Qualifications requirements:** All bids must be accompanied by;
  - A bid security in the form of a Managers Check/Bank Guarantee (**US\$500.00**)
  - Minimum of 3 years of experience in providing similar services
  - List of past and current client including address, emails and contact numbers
  - List of networks of medical and or health facilities to provide the services
  - Current Tax Clearance,
  - Current Business Registration (must registered with Business Code: (**K6512**))
  - Proof of completion of PPCC Vendor Registration.
  - Copy of Insurance license from CBL

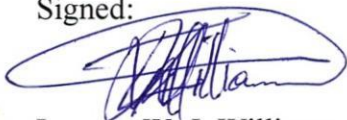
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- Bidder should have association with health facilities in the various **counties**
- 6. Bids must be delivered to the address below on or before **Friday, August 23, 2024 at 2:00pm.**

**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 accompanied by Bid Security of **USD500.00 (Five Hundred United State Dollars)** and shall be valid for the period of **Ninety (90) days** after the Tender validity period.
- 8. Bids will be opened on **Friday, August 23, 2024 at 2:00pm**, in the presence of bidders' representatives who choose to attend, at the address below.  
**LRA Headquarters, Basement Floor  
ELWA Junction Paynesville, Liberia**
- 9. **Bids must be submitted in hard copy.** Late bids will be rejected and returned unopened.
- 10. All bids must be clearly marked with the address indicated below.
- 11. The address is:  
**Provision of Medical Insurance Services,  
Ref: IFB No. LRA/NCB/002/2024  
Liberia Revenue Authority  
LRA Headquarters, Basement Floor  
ELWA Junction,  
Paynesville, Liberia  
Tel: 231-(0886) -676046  
Email: [lovetta.johns@lra.gov.lr](mailto:lovetta.johns@lra.gov.lr)**
- 12. **The Liberia Revenue Authority (LRA) 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.**

Signed:



Lovetta W. J. Williams  
Procurement Manager

Approved:



Samuel G. Bennett, Jr.  
Deputy Commissioner General  
Administrative Affairs

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