REPUBLIC OF LIBERIA
MINISTRY OF INFORMATION, CULTURE AND TOURISM
P.O. BOX 10-9021 - CAPITOL HILL
1000 MONROVIA 10, LIBERIA

Office of The Director Of Procurement *kutuakoihawa@yahoo.co* *(231) 886 817 185*

INVITATION FOR BIDS

Supply of Rice (Employee Award)

Contract Identification No.: *IFB No./MOI/SBA/NCB/001/15/16*

1. The government of Liberia through the Ministry of Information, Cultural Affairs and Tourism intends to apportion funds from budgetary appropriation towards the cost of procuring the Supply of Rice (*IFB No./MOI/SBA/NCB/001/15/16*) through a *framework agreement*.

2. The Ministry of Information, Cultural Affairs and Tourism now invites qualified and eligible firms to submit sealed bids for the Supply of Rice. Bidding will be conducted through National Competitive Bidding (NCB) Procedures as specified in the Amended and Restated Public Procurement and Concession Act (PPC Act), and is opened to all eligible and qualified bidders. These applicable procurement procedures are consistent with the REPUBLIC of LIBERIA Amended and restated PPC Act published and approved: September 18, 2010.

3. The supply of Rice as per MICAT quantities and requirements included in Bid documents:

Lot	Description	Quantity	Bid Security (US$)
Lot 1	USA Parboiled Rice(25kg)	500 bags	2% of Bid Price

1. A complete set of bidding documents may be purchase by qualified and eligible bidders at the below address upon payment of non refundable fee of USD$50.00. Bid security must be submitted together with bid document, and *must be 2% of bid price in Manager's check.*

2. Qualification requirements include the following:

- *Current Business Registration Certificate (Liberia Business Registry);*
- *Current Tax Clearance Certificate (Ministry of Finance);*
- *Certificate of Incorporation (Ministry of Foreign Affairs);*
- *Audited Financial records for the last two (2) years;*
- *Social Security Certificate (NASSCORP);*
- *Statement of satisfaction from four (4) previous or current clients over the last one (1) year;*
- *Availability of Supplies at all times; and the*
- *Ability to pre-finance for at least four (4) weeks.*

6. Interested and eligible bidder may obtain bidding documents and further information from the Ministry of Information, Cultural Affairs and Tourism Procurement Unit Office from Monday-Friday (9:00 A.M- 4:00 P.M) .

7. Submission must be clearly marked, signed and sealed in an envelope, including other requested information as follows: ***CONFIDENTIAL BID- for the Supply of Rice (Employee Award) to the Ministry of Information, Cultural Affairs & Tourism for Fiscal Year 2015/2016*** and addressed to:

The Director of Procurement
Ground Floor,
Ministry of Information, Cultural Affairs & Tourism
P. O. Box 10-9021
Capitol Hill
1000 Monrovia 10, Liberia
Mobile number: +231 886 817 185
Email: kutuakoihawa@yahoo.com

8. A pre-bid opening meeting will be held at the Charles Gbenyon Conference Hall , 1st Floor, Ministry of Information, Cultural Affairs & Tourism (MICAT), on August 21, 2015 at 1:00 PM to answer questions/clarity issues relevant to the bid process, Two (2) days after which, all clarification request would remain unanswered to.

9. Bid must be submitted to the Ministry of Information, Cultural Affairs & Tourism (MICAT) Procurement Unit located. on the Ground floor, on Friday August 28. 2015 on or be fore 3: 00 PM. Tenders shall be valid for a period of 90 days after the deadline of the Tender submission.. Late bids will be rejected and returned unopened. Electronic bidding will not be permitted. Bid opening will be done promptly after closing on August 28,2015. in the Charles Gbenyon Conference Hall. on the 1st Floor of the Ministry of Information. Cultural Affairs & Tourism.

10. Bids will be opened in the presence of bidders or their representatives who choose to attend.

11. The Ministry of Information. Cultural Affairs & Tourism reserves the right to reject or accept any bid submitted. stating reason(s) for rejecting the bid(s) or for canceling the procurement proceedings. and noting in the record of the procurement proceedings. and promptly communicating to the bidders. High consideration will be given to firms that are able to pre-finance the execution of the contract for at least thirty (30) days.

Signed: _____
Hawa Kutu-Akoi
Director of Procurement/ MICAT

Approved: _____
Hon. Andrew G. Tehmeh
Chairman
Procurement Committee/ MICAT