



## Invitation for Bids

Contract Identification No.: IFB No. MOE/NCB/EM/004/18/19

1. The government of Liberia through the Ministry of Education (MOE) anticipates fund from the Government of Liberia National Budget and intends to apportion funds towards the cost of procuring **educational materials under a framework arrangement for fiscal period 2018/2019.**

The MOE will enter a *framework agreement with the selected Company or Companies* during the Fiscal Year 2018/2019.

This tender seeks to procure goods in two separate lots as detailed below:

### Lot #1

No.	Item/description	Quantity	Packages
1	Ledger (FS4QR-Hard back)	22,400	Pieces
2.	Teacher Roll Book	22,400	Pieces
3.	Teacher Plan Book	22,400	Pieces
4.	Staple Machines, Regular size, good quality	6,000	Pieces
5	Stapin pins, S/S	6000	Packs
6	Paper-(A4- size 80gm)	44,800	Reams
7	Manila folder (A4-Size 1x 100 pcs)	3,000	Packs
8	Electronic Calculator (Desk type, Large-size,12 digits, Dual power)	3,000	Pieces
9	Ball pen (Red, Blue, Black)	18,000	boxes
10	Rulers	20,000	boxes
11	Duster, soft with wooden handle, good quality	20,000	boxes

### Lot #2

No.	Item/description	Quantity	Packages
1	White dustless-Chalk (1x 100 pcs)	89,600	Boxes

2. The Ministry of Education now invites sealed bids from eligible and qualified bidders for supply of teaching materials.
3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the PPCA and approved by the PPCC, and is open to all bidders from Eligible Source Countries as defined in the Guidelines<sup>5</sup>
4. Interested eligible bidders may obtain further information from the Ministry of Education [*Procurement Division; First Floor Room # 034*] and inspect the Bidding Documents at the address given below from 9:00 a.m. to 4:00 p.m. beginning Wednesday September 5, 2018 to Friday September 28, 2018

5. A complete set of Tender documents in English may be purchased by interested Bidders on the submission of a written application to the address below and upon payment of a nonrefundable fee of **US\$50.00** (fifty United States Dollars) for each set.
6. Tenders must be delivered to the address below at or before 2:00 p.m. on Monday October 1, 2018. Tenders shall be valid for a period of 90 days after the deadline of Tender submission. Late Tenders will be rejected. Tenders will be opened in the presence of the Bidders' representatives who choose to attend at the address below.

All Tenders must be accompanied by a Bid Security of 2% of the bid price. Tenders will be opened in the presence of the Bidders' representatives who choose to attend at the address below.

Bids shall be valid for a period of **90 days** after the deadline for Bid submission. **Please note that electronic bids are not acceptable.**

The Ministry of Education (MOE) reserves the right to reject or accept any bid submitted and to annul the process at any time without incurring any liability and without assigning any reason thereto.

All Bids must be addressed to:

**PROCUREMENT UNIT  
ROOM # 034  
MINISTRY OF EDUCATION  
3<sup>rd</sup> STREET SINKOR  
TUBMAN BOLEVARD  
1000 LIBERIA, 10 MONROVIA  
MOBILE NUMBER: +231-0881-761-992 / +231-776-959-062  
EMAIL ADDRESS: [procurement@moe.gov.lr](mailto:procurement@moe.gov.lr)**

**Signed:** \_\_\_\_\_

**Julay S. Jargbah  
Acting Director/ Procurement**

**Approved:** \_\_\_\_\_

**Hon. Ansu D. Sonii Sr.  
Minister**