

Invitation for Bids Bank of Sierra Leone

NATIONAL COMPETITIVE BIDDING **PROCUREMENT OF CALENDARS & DIARIES (YEAR 2021) – BSL/SEC/NCB/2020/0001**

PROCUREMENT OF PLAQUES – BSL/HRD/NCB/2020/0003

Date of First Issue: 4th June, 2020

The Bank of Sierra Leone has allocated funds from its 2020 budget for the procurement of Calendars & Diaries (Year 2021) and Plaques and now invites sealed bids from eligible bidders as follows:

- **Lot 1 – Calendars & Diaries (Year 2021)**
- **Lot 2 - Plaques**

Bidding is open to all suppliers who can demonstrate the following: proven documentary evidence of handling similar contracts of estimated value within the past two years, timely delivery schedule, legal business registration, and financial capacity.

Bidders must bid for all the items in a lot. Partial quotation shall be considered non-responsive.

Interested bidders may obtain further information and inspect the bidding documents at the address below from Monday to Friday from 11:00 am to 2:00 pm. Bidding documents must be purchased at the address below upon payment of a non-refundable fee of Le250,000.00 (Two hundred and fifty thousand Leones) in order to be eligible to participate in the process. **Bidders must submit a copy of their receipt as proof of purchase of the bidding documents.**

Bidding documents are also available at the Bank of Sierra Leone website: www.bsl.gov.sl for viewing only.

Bids must be delivered to the address below on or before:

- ❑ **Lot 1 – Calendars & Diaries (Year 2021) – 2nd July, 2020 at 12:00 noon**
- ❑ **Lot 2 – Plaques – 3rd July, 2020 at 12:00 noon**

All bids must be accompanied by:

- ❑ bid security from a reputable Commercial Bank:
 - ❑ Lot 1 – Le10,000,000 (Ten Million Leones)
 - ❑ Lot 2 – Le3,000,000 (Three million Leones)
- ❑ a valid Business Registration Certificate
- ❑ a valid NRA Tax Certificate Certificate
- ❑ a valid NASSIT Clearance Certificate
- ❑ Signed Bid Form
- ❑ A valid Municipal/Local Council License
- ❑ A signed Integrity Pact; (attached in the bidding document)
- ❑ **Dummy/sample Calendar and Diary**
- ❑ **Sample(s) of each of the required plaques**

Bids will be publicly opened on the underlisted dates and times in the presence of bidders/representatives who choose to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

Bid Opening – Lot 1 – 2nd July, 2020 at 12:05 p.m.
Bid Opening – Lot 2 – 3rd July, 2020 at 12:05 p.m.

Bank of Sierra Leone
Governor's Office (Procurement)
8th Floor, Main Bank Building
Siaka Stevens Street
Freetown