

Section 1. Letter of Invitation

[Section I. Invitation for Bids



Road Maintenance Fund Administration
Maritime House
Government Wharf
Freetown
Sierra Leone

INVITATION FOR BIDS (IFB)

NATIONAL COMPETITIVE BIDDING (NCB)

Procurement Number: **RMFA/ADMIN/NCB/05/2024**

Date of Issue: 29th May ,2024.

1. The Road Maintenance Fund Administration (RMFA) has allocated funds from its annual budget, and intends to spend part of this fund towards eligible payment under the contract for the Procurement of Cleaning Service.
2. The Road Maintenance Fund Administration (RMFA) invites sealed Bids from eligible bidders who can demonstrate technical and financial capabilities for the provision of the following services as per the following:
3. Bidding is open to all Service Providers who can demonstrate Technical and Financial capability to Provide the required services
4. Bidding will be conducted through National Competitive Bidding (NCB) procedure specified in the Public Procurement act 2016 and the Regulation 2020.
5. Bidders shall bid for Cleaning and Fumigation Services. Contracts would **only** be awarded to bidder(s) bidding for the service. No Bid Security is required.
6. Interested bidders may obtain further information and inspect of the bidding document at the address below between **10:00 am to 3:00 pm from Mondays to Fridays.**
7. Interested Bidders can pay for the Bid document for a non-refundable fee of Three Hundred Thousand Leones (Le 300,000) Into NPPA Revenue account from sales of Bidding Documents **Account Number 0111003981 at the Central Bank of Sierra Leone,21011325301**

Union Trust Bank, 00300108179112183 Sierra Leone Commercial Bank, 02011012428 Rokel Commercial Bank and issue the payment slip to obtain the Bid document at RMFA office 3rd & 4th Floor Maritime House

Bids must be delivered to the address below on or before **26th June, 2024**.

All bids must be accompanied by:

- A valid Business registration certificate
 - A valid tax clearance certificate;
 - A valid NASSIT clearance certificate;
 - A signed Integrity Pact; [*see attached*]
 - Experience in cleaning & Fumigation Service from reputable institutions
 - Business Profile
8. Bids will be opened on the **26th June, 2024 at 10:05 a.m.** in the presence of bidders or their representatives and those who chose to attend, at the **Board Room** of the **Road Maintenance Fund Administration, 3rd Floor Maritime House, Government Wharf, Freetown**. Late bids will be rejected and returned unopened to bidders.
9. Bids must be delivered to the address below on or before **10:00 a.m. on the 26th June, 2024** to:

The Administration and Corporate Services
Road Maintenance Fund Administration
3rd& 4th Floor
Maritime House
Government Wharf
Freetown