

# Invitation for Bids

## National Competitive Bidding

### [Judiciary of Sierra Leone]

**Framework Contract for the Procurement of Office Furniture, Office Stationery, Computer and Accessories, Toners, Electrical, Audio visual, Tires and Batteries, Sundry Consumables, Long Benches and Staff Uniforms**

Procurement Number \_\_\_\_\_ [JSL/CO/NCB/2023/001]

Date of First Issue \_\_\_\_\_ [22<sup>nd</sup> December, 2022]

The Judiciary of Sierra Leone has set aside funds from Government of Sierra Leone for the Procurement of Office Furniture, Office Stationery, Computer and Accessories, Toners, Electrical, Audio visual, Tires and Batteries, Sundry/Toiletries Consumables, Long Benches and Staff Uniforms. The Judiciary of Sierra Leone now invites sealed bids from eligible suppliers for the supply of the listed items therein under a “**Framework Contract(s)**”.

Bidders may quote for one or more lots. Lot(s) quoted should include all items listed under the lot(s). Partial quotation of the items listed in a lot shall be declared non-responsive. Below is the breakdown of the lots and respective Bid Security amount:

Lots	Description of Goods	Bid Security Amount		Delivery
		Le		
1	Office Furniture	Le 30,000	Thirty Thousand Leones	AS AND WHEN REQUESTED
2	Office Stationery	Le 21,350	Twenty One Thousand Three Hundred and Fifty Leones	
3	Computer and Accessories	Le 60,663	Sixty Thousand Six Hundred and Sixty Three Leones	
4	Toners	Le 11,200	Eleven Thousand Two Hundred Leones	
5	Electrical Consumables	Le 12,500	Twelve Thousand Five Hundred Leones	
6	Audio Visual Equipment	Le 20,000	Twenty Thousand Leones	
7	Tires and Batteries	Le 7,500	Seven Thousand and Five Hundred Leones	
8	Sundry/Toiletries	Le 8,000	Eight Thousand Leones	
9	Long Benches	Le 1,000	One Thousand Leones	
10	Staff Uniforms	Le 1,000	One Thousand Leones	

Interested bidders may obtain further information and inspect the bidding document at the Procurement Unit in the, **Court Operations Unit, Ground Floor, Main Law Court Building, Siaka Stevens Street, Freetown, between 9:30 AM and 4:00 PM – Mondays to Fridays inclusive except on public holidays.**

**The bidding documents can be purchased by interested bidders upon payment of a non-refundable fee of NLE 250.00 (Two Hundred and Fifty Leones) to the following accounts below:**

**To the National Public Procurement Authority (NPPA) Sale of Bids Single Treasury Account details below:**

**Account Number: 0111003981**

**BBAN: 000001011100398165**

**Alternatively, potential bidders should also pay for the bidding document in any of the Transit Accounts at the following Commercial Banks:**

Bank Name: Union Trust Bank  
ACCOUNT NAME: Revenue from Sale of Bidding Sub Treasury  
ACCOUNT NO: 210113253-01  
BBAN NO: 00-400111325312014

**Bank Name: Sierra Leone Commercial Bank**  
**ACCOUNT NAME: Revenue from Sale of Bidding Sub Treasury**  
**ACCOUNT NO: 0030010817911112183**

Bank Name: Rokel Commercial Bank  
ACCOUNT NAME: Revenue from Sale of Bidding Sub Treasury  
ACCOUNT NO: 02-011012428  
BBAN NO: 002001002101242863

Pay-in slips must be submitted to the Account Department and receipts presented to the Procurement Units.

Bids must be delivered to the address hereunder on or before the **19<sup>th</sup> January, 2023 at 12:30pm** and clearly marked "Bids for the supply of **Lot one** (Office Furniture), **Lot two** (Stationery), **Lot three** (Computer and Accessories), **Lot four (Toners)** **Lot Five** (Electrical) **Lot Six** (Audio Visual Equipment), **Lot Seven** (Vehicle Tires and Batteries), **Lot Eight** (Sundry/Toiletries), **Lot Nine (Long Benches and Dock)** and **Lot Ten (Staff Uniforms)**. Bidders who wish to quote for more than one lot are encouraged to provide aggregate bids security, copies attached to each bid or lot.

All bids must be accompanied by:

- ❖ A valid Business Registration Certificate
- ❖ Bid Security as stated above from a reputable commercial Bank
- ❖ A valid NRA Tax Clearance Certificate;
- ❖ A valid NASSIT Clearance Certificate;
- ❖ A signed Integrity Pact; [see attached]
- ❖ Evidence of similar contract
- ❖ Brochure of furniture/items in colour if appropriate

Bids will be publicly opened on **Thursday 19<sup>th</sup> January, 2023 at 12:30pm**, in the presence of the bidders' or their representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

Procuring Entity: Judiciary of Sierra Leone

Contact Designation: Procurement and Logistics Manager

Email: [ibkoroma@judiciary.gov.sl](mailto:ibkoroma@judiciary.gov.sl)

Mobile: +23276824830

**Room Number:** 1, Court Operations Unit, Procurement and Logistics Section

**Address:** Main Law Building, Siaka Stevens Street; Freetown.