



REPUBLIC OF LIBERIA
NATIONAL PUBLIC HEALTH INSTITUTE OF LIBERIA (NPHIL)

SPECIFIC PROCUREMENT NOTICE (SPN)
INVITATION FOR BIDS

Issuance Date: January 31, 2024

Closing Dates: as provided in the table below

1. The National Public Health Institute of Liberia has been appropriated funding in the 2025 National Budget towards support of its annual activities and operations. It is intended that portion of its budget will be applied to eligible payments under the Contracts for the procurement and delivery of the following contract packages:

NO.	Contract Package	Reference Number	Plan Type	Bid Submission Date & Time	Opening Date & Time
1	Renovation of NRL Main Building and Annex	IFB NO. NPHIL/GOL/SBA/NCB/001/2025	SBA	March 3, 2025 12:00PM	March 3, 2025 12:05 PM
2	Vehicle Spare Parts	IFB NO. NPHIL/GOL/SBA/NCB/002/2025	SBA	March 3, 2025 12:00PM	March 3, 2025 1:05 PM
3	Scratch Cards	IFB NO. NPHIL/ GOL/SBA/NCB/003/2025	SBA	March 3, 2025 12:00PM	March 3, 2025 2:05 PM
4	Event Catering Service	IFB NO. NPHIL/GOL/SBA/NCB/004/2025	SBA	March 3, 2025 12:00PM	March 3, 2025 3:05 PM
5	Toiletries and Consumables (Cleaning Materials)	FB NO. NPHIL/GOL/SBA/NCB/005/2025	SBA	March 5, 2025 12:00 PM	March 5, 2025 12:05 PM
6	Printing, binding & Related services	IFB NO. NPHIL/GOL/SBA/NCB/006/2025	SBA	March 5, 2025 12:00 PM	March 5, 2025 1:05 PM
7	Vaccines and Vaccination Supplies	IFB NO. NPHIL/GOL/NCB/001/2025	NON-SBA	March 5, 2025 12:00 PM	March 5, 2025 2:05 PM
8	ICT Equipment	FB NO. NPHIL/GOL/NCB/002/2025	NON-SBA	March 5, 2025 12:00 PM	March 5, 2025 3:05 PM
9	Office furniture and Fixtures	IFB NO. NPHIL/GOL/NCB/003/2025	NON-SBA	March 6, 2025 12:00 PM	March 6, 2025 12:05 PM
10	Air Conditioners	IFB NO. NPHIL/GOL/NCB/004/2025	NON-SBA	March 6, 2025 12:00 PM	March 6, 2025 1:05 PM
11	Stationery Supplies	IFB NO. NPHIL/GOL/NCB/005/2025	NON-SBA	March 6, 2025 12:00 PM	March 6, 2025 2:05 PM

2. Bidding will be conducted through the National Competitive Bidding (NCB) method and procedures enshrined in the Amended and Restated Public Procurement and Concessions Act of 2010.
3. **Minimum Qualification requirements include but not limited to:**
 - I. Valid and appropriate Business Registration Certificate.
 - II. Valid and appropriate Tax Clearance.
 - III. Newest version of PPCC's Vendor Registration Certificate
 - IV. Bid Security in the form as required by the SBD etc.
4. The National Public Health Institute of Liberia (NPHIL) now invites sealed bids from eligible bidders for the supply and delivery of the aforementioned contract packages.
5. Interested eligible bidders may obtain further information from and inspect the bidding documents at the office of:

National Public Health Institute of Liberia Head Office
Division of Procurement
Room #213
Congo Town Back Road, Oldest Congo Town, Monrovia
Contact numbers: +231-771-993-969/+231-770-102-907/'231-886-251-557/+231-886-527-184
Email: nphilprocu@gmail.com/hmkiadii80@gmail.com
6. A complete set of Standard Bidding Document (SBD) may be purchased by interested bidder upon payment of a non-refundable fee of US\$100 for the contract package (**Renovation of NRL Main Building and Annex**) and US\$50 per all other aforementioned contract packages from the Procurement Unit and obtain a valid receipt to obtain a soft copy of the SBD.
7. The provisions in the Instructions to Bidders and in the General Conditions of Contract are the provisions of the Public Procurement and Concessions Commission's Standard Bidding Document; for the Procurement of Goods and works.
8. Bids must be delivered to the above office on or before the submission dates and times as stated in the table above as well as in the Standard Bidding Document. All bids must be accompanied by a Bid Security in the form specified in the Standard Bidding Document.
9. Bids will be opened in the presence of bidders' representatives who choose to attend in accordance with the dates as detailed in the table above as well as in the SBD. Late bids will be received but returned unopen after the evaluation process. **The below address is the Purchaser's address for Bid Opening only**

National Public Health Institute of Liberia (NPHIL) Head Office
Congo Town Back Road, Oldest Congo Town, Monrovia.
Room #214

Thanks for your usual cooperation.

Signed: 

H. Mohammed Kiadii
Director of Procurement