

Invitation for Bids

Njala University

Procurement of (Office Stationery, Computers & Computer Accessories, Computer Consumables, Office Supplies (Toiletries and Provisions), Office Furniture, Office Equipment, Building Materials, Generator and Vehicle Spare Parts).

Procurement Number: NU/EST/NCB/2021/0001

Date of First Issue: 1st April, 2021

The Njala University has allocated funds for the procurement of the following items and now invites sealed bids from eligible bidders for the below mentioned Lots:

No.	LOTS	QTY	DESCRIPTION OF ITEMS	BID SECURITY	DELIVERY PERIOD
1	Lot A	Various	Office Stationery	10,000,000.00	Framework Contract
2	Lot B	Various	Computers & Computer Accessories		
3	Lot C	Various	Computer Consumables		
4	Lot D	Various	Office Supplies (Toiletries and Provisions)		
5	Lot E	Various	Office Furniture		
6	Lot F	Various	Office Equipment		
7	Lot G	Various	Building Materials		
8	Lot H	Various	Generator Spare Parts		
9	Lot I	Various	Vehicle Spare Parts		

Bidding is open to all suppliers who can demonstrate professionalism in the supply of Lot A: Office Stationery, Lot B: Computers & Computer Accessories, Lot C: Computer Consumables, Lot D: Office Supplies (Toiletries and Provisions), Lot E: Office Furniture, Lot F: Office Equipment, Lot G: Building Materials, Lot H: Generator Spare Parts, Lot I: Vehicle Spare Parts.

Interested bidders can bid for one or more Lots. Bidders can obtain the bid documents for a non-refundable fee of Le300,000.00 (Three Hundred Thousand Leones). Please make payment to the Njala University Holding Account number 003001942331250141 held at Sierra Leone

Commercial Bank. Further information and inspection the bidding document can be done at the address below between 9:00am to 4:00pm from Mondays to Fridays.

Bids must be delivered to the:

Njala University
Procurement Unit
University Secretariat
Njala Campus
Moyamba District.

On or before **12:00noon, on Tuesday 4th May, 2021**

All bids must be accompanied by the following Documents:

- ☐ A valid Business registration certificate
- ☐ Bid Security of Le10,000,000.00 from a reputable Commercial Bank;
- ☐ A valid NRA tax clearance certificate;
- ☐ A valid NASSIT clearance certificate;
- ☐ A signed Integrity Pact; [*see attached*];
- ☐ A valid municipal/local council licence;
- ☐ One Original copy and three photocopies of bids.

Bids will be publicly opened on 4th May, 2021 at *12:00noon*, in the presence of the bidders' designated representatives and anyone who chooses to attend, at the address below. Late bids will be rejected and returned unopened to bidders.

**Njala University;
University Secretariat;
Procurement Unit;
Room 7;
Njala Campus
Moyamba District
078618811/030718284**