

The National Elections Commission
9th and 10th Streets, Sinkor
Monrovia, Liberia

INVITATION FOR BIDS

IFBNo./NEC/PRE/SBA/NCB/008/2017/2018

(VEHICLES RENTAL & LEASE-2017 ELECTIONS and RUN-OFF ELECTION)

The Government of Liberia through the National Elections Commission (NEC) intends to apportion funds toward the cost of procuring Vehicles Rental & Lease Services for the 2017 Elections and Run-Off Election, **IFBNo./NEC/PRE/SBA/NCB/008/2017/2018**, under the **Small Business Act (SBA) Election Project Procurement Plan.**

The Commission now invites qualified and eligible bidders to submit sealed bids for the provision of Vehicles Rental & Lease services for the 2017 Elections and Run-Off Election which will be conducted through National Competitive Bidding (NCB) procedures as specified in the Amended and Restated Public Procurement and Concessions Act (2010).

The supply of Vehicle Rental and Lease Services for the 2017 Elections and Run-Off Election as per NEC requirements are listed below per lot:

ELECTIONS

Lot 1; <i>Montserrado County</i>			Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	21	100	
Lot 2: <i>Grand Capemount, Bomi and Gbarpolu Counties</i>			Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	18	50	
Lot 3: <i>Bong and Lofa Counties</i>			Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	24	72	
Lot 4: <i>Grand Bassa, Margibi, Rivercess Counties</i>			Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	24	72	

Quantity	23	82	
Lot 5:	<i>River Gee, Sinoe, Maryland ,Grand Kru Counties</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	21	59	
Lot 6 :	<i>Nimba and Grand Gedeh Counties</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	23	72	
Lot 7:	<i>Airports and Seaports –Montserratado</i>		
Vehicle Type	Trucks	Pickups/Jeeps	Delivery Schedule
Quantity	26	-	As per contract
Overall Quantities	156	435	

RUN-OFF ELECTION

Lot 1:	<i>Montserratado County</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	24	100	
Lot 2:	<i>Grand Capemount, Bomi and Gbarpolu Counties</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	18	50	
Lot 3:	<i>Bong and Lofa Counties</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	24	72	
Lot 4:	<i>Grand Bassa, Margibi , Rivercess Counties</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	23	82	
Lot 5:	<i>River Gee, Sinoe, Maryland ,Grand Kru Counties</i>		Delivery Schedule
Vehicle	Trucks	Pickups/Jeeps	As per contract

Type			
Quantity	21	59	
Lot 6	<i>Nimba and Grand Gedeh Counties</i>		Delivery Schedule
Vehicle Type	Trucks	Pickups/Jeeps	As per contract
Quantity	23	72	
Overall Quantities	133	435	

Bidders should have the capacity to retain the supply of Vehicles Rental & Lease for the 2017 Presidential and Representatives Elections and Run-Off Election. Bidders must possess vehicles rental and lease companies within the country. Companies bidding must be able to respond to NEC'S schedule of supply. All bids prices should be quoted in United States Dollars (USD).

Qualifications requirements include the following:

- ❖ **Current Business Registration Certificate**
- ❖ **Current Tax Clearance**
- ❖ **Past Performance History With At Least Three (3) References**
- ❖ **Audited Financial Statement for Atleast One (1) of the Last Two Years.**
- ❖ **Availability Of Vehicles Supply At All Time**
- ❖ **Capacity To Do At Least (30) Thirty Days Pre-Finance Of Supply**
- ❖ **Must Be Part Of The PPCC Vendors Registry**

(Companies applying must be Liberian Owned, as this contract package is under the SBA Elections Project Procurement Plan).

***Additional qualification requirements are embedded in the Bidding Documents.**

A Complete set of bidding document in English and other pertinent information may be obtained from the office of the Director of Procurement, National Elections Commission Ground Floor Room 73 for a non-refundable fee of Fifty United States Dollars (U.S. \$50.00).

Submissions must be clearly marked, signed and sealed in an envelope, including other requested information as follows:

CONFIDENTIAL BID -Supply of Vehicles Rental & Lease, National Elections Commission for fiscal year 2017/2018 Elections Project and addressed to:

THE DIRECTOR OF PROCUREMENT
National Elections Commission
9th / 10th Streets, Sinkor

1000 MONROVIA 10, LIBERIA

Deadline for Bids submission is on **Friday, September 8, 2017@ 1:00pm.** Bids will be opened in the presence of bidders who chose to attend or their representatives in the Conference Room of the National Elections Commission, on **Friday, September 8, 2017@ 1:00pm.** **Late bids will be rejected and returned unopened. Electronic Bidding will not be permitted.**

The National Elections Commission reserves the right to reject or accept any bid submitted and to annul the process at any time without incurring any liability and without assigning any reason thereof.

Signed:_____

National Elections Commission