



# Liberia Institute of Statistics & Geo-Information Services

Statistics House

Capitol Hill

P.O. Box 629

Monrovia, Liberia



The Liberia Institute of Statistics and Geo-Information Services (LISGIS) will be receiving funds from the Government of Liberia through Ministry of Finance and Development Planning (MoFDP) it's 2017/2018 National Budget and intends to apply Part of it through contracts and bidding agreements to procure goods and services.

The Liberia Institute of Statistics and Geo-Information Services now invites bids from **eligible Liberian Owned Businesses** who are involved in either of the below businesses.

Code	Contract Package	Bid Security (Bank Guarantee) US\$	Submission Date & Time
IFB No/LISGIS/SBA/NCB/001/17/18	Guards & Security Services	US\$874.80	<b>June 21, 2017 12:00 Noon</b>
IFB No/LISGIS/SBA/NCB/002/17/18	Janitorial Services	US\$1,035.68	<b>June 21, 2017 14:00</b>

Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the PPC Act (as amended and restated September 2010).

A complete set of Bid document in English may be purchased by interested Bidders upon a payment of a non-refundable fee of US\$100.00 or its equivalence in Liberian Dollars for each set of bid document to the Procurement Office and obtained receipt.

### Qualification Requirements include the following:

- Bids must be properly Signed and Stamped
- A Bid Security (in the form of Bank Guarantee)
- A Valid Tax Clearance Certificate (Not Receipts)
- Valid Business Registration Certificate
- Company Profile
- Names of Past / Current Clients and contact details
- Must be registered on the PPCC Vendor Registry

Interested eligible bidders may obtain further information from the Liberia Institute of Statistics and Geo-Information Services (LISGIS); Mrs. Bebee Smith Wesley, Director of Procurement and Logistics and at the address given below from Monday – Friday 9:00 – 4:00.

All bids must be delivered to the address below on or before the deadlines indicated in the tables above and shall be valid for the period of 90 days from the deadline of submission. Late bids will be rejected. Bids will be opened in the presence of bidder's Representatives who choose to attend in the Conference Room of LISGIS on the 1<sup>st</sup> Floor, Administrative Building.

**Beebe Smith Wesley**  
**Director of Procurement and Logistics**  
**Liberia Institute of Statistics and Geo-Information Services**  
**Back of Executive Mansion, Capitol Hill, Monrovia, Liberia**  
**Cell#:0886524025/0777524025**

**Signed: MANAGEMENT**