
Request for Proposals (RfP)

Vehicle Repairs and Maintenance Services

Procurement Number: NMA/DFA/RFP/2016/002

Date: 12th April, 2016

The National Minerals Agency (NMA) has set aside funds for its operations and intends to use part of the funds to cover eligible payments under contract with a service provider for Vehicle Repairs and Maintenance Service.

The National Minerals Agency now invites seal proposals from eligible suppliers for the Repair and Maintenance Services of Vehicles and Motor Bikes.

Bidding will be conducted through the Request for Proposals (RFP) procedures in accordance with the Sierra Leone Public Procurement Act of 2004 and opened to all eligible bidders, who can demonstrate the ability and financial capability to provide the required services.

Interested bidders may obtain further information from and inspect the bidding document at the Procurement Unit, 2nd Floor, 13 Wilkinson Road, Freetown from 9:00am to 4:00pm from Mondays to Fridays.

Bidding documents may be purchase at the procurement unit upon payment of a non-refundable fee of **Le 250,000.00** (Two hundred and fifty thousand Leones only).

Sealed bids must be marked on the outer envelope" Provision of Vehicle Repairs and Maintenance Services". Technical and Financial Proposals must be in two separate envelopes, one original plus two photocopies delivered to the above office on or before the **9th May, 2016** and must be accompanied by the following statutory documentations:

- A valid Business Registration Certificate
- A valid NRA Tax Certificate
- A valid special Trade license from Sierra Leone Road Safety Authority
- A valid NASSIT Clearance Certificate
- Evidence of similar contract

Bids will be opened on the **10th May 2016 at 2:pm** in the presence of bidder's representatives who choose to attend at the under mentioned address.

Late bids will be rejected and returned unopened to the bidders.

**The Conference Room
National Minerals Agency
13 Wilkinson Road Freetown**

