



REQUEST FOR QUOTATIONS (RFQ)

Provision of Security Services to the American Bar Association, Rule of Law Initiative in Monrovia office compound

As part of the implementation of its activities in Liberia, the American Bar Association Rule of Law Initiative (ABA ROLI) is requesting quotations from security companies which can provide 24/7 security services for the ABA ROLI office in Monrovia for the period July 1, 2019 through September 30, 2019, with the possibility of renewal.

Services required include, but are not limited to:

- 24/7 security
- 2 unarmed security personnel per shift. The duration of all shifts should be in compliance with the Decent Work Act of 2015 and industry standards.
- Access Control - Security personnel will be primarily responsible for access control to the ABA ROLI office. This includes the screening of vehicles and visitors prior to permitting access to the property.
- Regular Patrols - Security personnel are required to conduct regular patrols of the property to prevent unauthorized access and theft of property.
- Reporting - Security personnel will report incidents in a timely fashion to ABA ROLI and security provider management.

Security provider shall:

- Be in full compliance with the Decent Work Act of 2015.
- Provide water to security personnel.
- Equip security personnel with all necessary tools and equipment. This includes uniforms, security equipment, communications, flashlights, post orders and stationery.
- Provide management oversight to security personnel.

To be considered, the company must send responses by May 31, 2019 to:

Michele Washington
Country Director, ABA ROLI Liberia
Michele.Washington@abaroli.org

To be considered, the company must include in its response the following:

1. Pro-forma invoice indicating available services and the price of services per month
2. A copy of the company's insurance policy
3. National identification number (if applicable)
4. Tax identification number (if applicable)
5. Proof of legal status
6. Proof of satisfactory collaboration experience with at least three (3) organizations or companies during the last five (5) years.



The company must also be able to sign an Agreement with ABA ROLI for three (3) months with the possibility of renewing.

Questions regarding this request must be sent by May 25, 2019 to:

Gobah A. Anderson
Director of Programs (DOP), ABA ROLI Liberia
gobah.anderson@abaroli.org

Offers sent to ABA ROLI after May 31, 2019 will not be considered.

Signed,

Michele Washington
Country Director, ABA ROLI Liberia