

REQUEST FOR EXPRESSION OF INTEREST (REOI) - PREQUALIFICATION
Procurement Ref No.: WHHLBRSPR08839

WHH is a private, non-profit, politically and denominationally independent aid organization whose aim is to combat hunger and poverty. WHH advocates for secure nutrition, rural development, and the preservation of natural resources. WHH provides help from humanitarian aid and rapid disaster relief to reconstruction and long-term development projects and supports people on the way to leading an independent life in dignity and justice.

WHH Liberia Office invites firms, individuals and artisans to express interest in provision of goods, services and supplies for the period of 2025-2027 as per categories stated in the table below.

Lot	Category	Description	Lot	Category	Description
1	Information Communication & Technology Equipment & peripherals	Provision of Computers, Ups, computer consumables,	13	Printing, designing, photocopying and binding services	Printing, designing, photocopying and binding services
2	General Insurance	GPA, risk, comprehensive, third party etc	14	Vehicle hire services	Within Monrovia and field locations
3	Life Insurance	Medical insurance for staff	15	Electronic Items	General Electrical Appliances
4	Motor vehicle repairs and maintenance	General service, repairs and maintenance	16	First Aid Kits	Assorted medicines and medical supplies
5	Provision of Internet Services	Internet services	17	Fire and Safety Equipment	Fire and safety equipment
6	Motor Vehicle Supplies	Tyres and other related supplies	18	Plaques	Plaques for construction works
7	Office maintenance and cleaning services	Minor repairs, garbage collection and sanitary services	19	Security Services	Security Services
8	Provision of Auditing Services	Projects and institutional audits	20	Visibility Materials	Visibility materials
9	Office consumables and supplies	Beverages and toiletries	21	Repair, Servicing and Maintenance of office Equipment	General servicing of office equipment including computer related and electricals
10	Office furniture and fittings	Office furniture, fixtures and fittings	22	Supply of news Papers	Supply of daily newspaper
11	Accommodation, Catering & Conference services	Within Monrovia and Southeast of Liberia	23	Provision of air tickets	Air ticket and cargo services
12	Office stationery and supplies	Assorted stationery	24	Provision of skilled and unskilled labors	Daily hire services
26	Provision of legal services	Under retainer arrangements	25	Consultancy services	Feasibility studies, impact assessments, baseline studies, mid-term and endline evaluations.
28	Provision of advertisement	Publishing advertisements	27	Provision of Enumerators	Supply of enumerators for data collection
			29	Provision of Customs clearing & Forwarding services	Air and sea freight services

Interested bidders may request detailed instructions to bidders and related dossier on faith.battamijja@welthungerhilfe.de and augustine.wreh@welthungerhilfe.de , submit the bids to Logistics Office by Monday, 17th February 2025. Late submission will not be accepted.

Properly completed bids should be submitted to:



Welthungerhilfe Liberia Office

Deutsche Welthungerhilfe e.V. - Liberia

Fish Market | Tubman Blvd | 3rd

Floor Blue building, PO. Box 4028

Sinkor | Monrovia, Liberia

Sealed in a plain envelope and addressed to "The Head of Logistics, Procurement, Safety and Security

Quote; Bid for services / supplies.....

Procurement Reference No: **WHHLBRSR08839**

Lot No:

Please note: Separate bid documents shall be required for each lot tendered.

For any inquiries.

Head of Logistics, Procurement, Safety and Security

Welthungerhilfe

E-Mail: faith.battamijja@welthungerhilfe.de

Tel: +231881153741