

General Invitation for Bid

General Auditing Commission
Old Executive Mansion Building
Ashmun Street
Monrovia, Liberia

Invitation for Bids for the Procurement of Laptop Computers & Licenses IFB No: GAC/NCB/008/2024


1. General Auditing Commission (GAC) is expected to receive commitment in the Government of Liberia's National Budget for Fiscal Year 2024 (January – December) and intends to apply part of it towards the procurement of goods and services in separate contract packages as indicated below.
2. The GAC now invites sealed bids from eligible and qualified bidders for the procurement of these goods and services for Fiscal year 2024.
3. Bidding will be conducted through the National Competitive Bidding (NCB) method as enshrined in the PPC Act as amended and restated in 2010.
4. Schedule of Requirement:
5. Qualification requirements are:

No.	Service Description	Lot #	Quantity
1.	Laptop Computers	1	10 pcs
2.	Microsoft Licenses	2	350 user licenses


- Article of Incorporation
 - Valid Tax Clearance
 - Valid Business Registration Certificate
 - Past performance records- including the names, email addresses and contact numbers of at least three clients.
 - PPCC vendors registration form
6. All interested eligible bidders may obtain copy of bidding documents when a written communication requesting for a copy(s) is submitted to the address below. The communication should include the name of the business, lot number, signature of authorized person and official stamp of the business. Copy of bidding document will be available from **August 28, 2024 to September 6, 2024 from 9am to 4pm** daily.
 7. All bids must be accompanied by a **Bid Securing Declaration** in the format as indicated in the bidding document.
 8. Sealed bids must be delivered to the Procurement Unit not later than the time and date indicated in the bidding document.
 9. Late bids will be rejected and returned to bidders unopened. Bids will be opened in the presence of bidders who choose to attend or their representatives on the time and date indicated in the bidding document in the Conference room of the GAC, on the 2nd floor.
 10. The address referred is:

The Procurement Unit
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Old Executive Mansion Building
Ashmun Street, Monrovia, Liberia
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