



REPUBLIC OF LIBERIA

LIBERIA MEDICINES & HEALTH PRODUCTS REGULATORY AUTHORITY (LMHRA)

2nd & 3rd FLOORS, CLAY BUILDING
P. O. Box 1994, SEKOU TOURE AVENUE MAMBA POINT
1000 Monrovia, 10 Liberia



INVITATION FOR BIDS
FOR THE PROCUREMENT OFFICE MACHINERY & EQUIPMENT
IFBNo.LMHRA/SBA/NCB/007/2025

The Government of the Republic of Liberia through the Liberia Medicines and Health Products Regulatory Authority (LMHRA) intends to apply part of its budgetary allocations from its GOL Budget and Internal revenue generation Budgets for fiscal year 2025 for the procurement of Office Machinery & Equipment.

The LMHRA now invites sealed bids from eligible registered bidders to provide Office Machinery & Equipment for FY2025.

Bidding will be conducted through the National Competitive Bidding (NCB) process, a procedure specified in the PPCA and approved by the PPCC and is now open to all bidders.

Description and Quantity of Machinery & Equipment that is to be provided:

Table with 2 columns: Description and Quantity. Row 1: Office Machinery - Assorted. Row 2: Office Equipment - Assorted.

Qualification requirements include:

- Valid tax clearance
Valid Business registration certificate
Past performance records including the names and contact numbers of at least three (3) clients
Article of Incorporation
Evidence of PPCC Vendor registration
Bid Security / bid securing declaration

A complete set of bidding documents in English may be purchased by interested Bidders from the Procurement Unit of LMHRA upon a payment of a nonrefundable fee of US\$50 For each set from March 10, 2025, from 9:00am to 4:00pm, Monday to Friday.

All bids must be accompanied by a bid security.

Sealed bids must be delivered to the Procurement Unit of the LMHRA no later than 12:00pm on March 31, 2025. Bids shall be valid for a period of 30 days after the deadline for submission of bids. Electronic bidding will not be permitted. Late bids will be rejected and returned unopened.

Bids will be opened in the presence of bidders or their representatives who choose to attend in the Conference Room of LMHRA on March 31, 2025 at 2:45 pm.

The address of the procurement unit is:

Sekou Toure Avenue Mamba Point

Contact: 0777430122/0776303784/0886303784/0880742702

Signed:

Handwritten signature of Brenda K. Arzoaquoi-Jones, Procurement Manager, LMHRA. Includes a blue rectangular stamp with the text 'DATE OF PROCUREMENT'.