

Invitation for Bids for the Procurement of Vehicle Insurance Coverage

IFB No. FDA-COC/SBA/NCB/002/2026

1. The Forestry Development Authority (FDA) has received funds from the Government of Liberia Budgetary allotment for the year 2026 and intends to apply part of its towards the Procurement of Non-life Insurance Service.
2. The Forestry Development Authority (FDA) now invites sealed bids from eligible and qualified bidders for the Procurement of **Vehicle Insurance Coverage** for the year 2026
3. Bidding will be conducted through the National Competitive Bidding process enshrined in the Public Procurement Concessions Act (PPCA) as amended and restated in 2010.

4. Schedule of Requirement:

No.	Service Description	Quantity	Delivery
1	Vehicle Insurance Coverage	35 Units	At any time during the Contract

5. Qualification requirements are:
 - Article of Incorporation
 - Valid Business registration certificate
 - Valid Tax clearance
 - Bid Securing Declaration
 - PPCC Certificate of Registration
6. All interested eligible bidders may obtain copy of bidding documents from the Forestry Development Authority upon a written letter of interest. The letter must be delivered to the Procurement Unit at FDA in order to receive hard copy of the bidding document.
7. All bids must be accompanied by a Bid Securing Declaration, a sample of which is attached at Section VII (Sample Forms) in the bidding document.
8. Sealed Bids must be delivered to the Procurement Unit not later than **2:00 PM April 29, 2026.**

Address for Bid Submission:

**The Procurement Unit
Forestry Development Authority
Annex # 2
Whein Town, Bernard Farm**

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 **April 29, 2026 at 2:00 PM**

Address for Bid Openings:

**Main Building Conference Room
Forestry Development Authority
Whein Town, Bernard Farm**

10. The address referred is:
Procurement Unit

Forestry Development Authority

Whein Town, Bernard Farm

Montserrado County, Liberia

Tel: 0886-551-249/0776-378-225/0776063643

Email: wynnbryant12@gmail.com/stephenkaizerwinker@gmail.com

Signed: _____

Wynn G. Bryant, Jr.
Procurement Manager

Approved: _____

Mr. Victor W. Kpaiseh
Deputy Managing Director Administration/Finance