



MINISTRY OF COMMERCE & INDUSTRY
PROJECT IMPLEMENTATION UNIT (PIU)
PROGRAM FOR ADVANCING YOUTH ENTREPRENEURSHIP AND INVESTMENT (PAYEI)
YOUTH ENTREPRENEURSHIP AND INVESTMENT BANK (YEIB)
INVITATION FOR EXPRESSION OF INTEREST (EOI)
Registration of Vehicle Repair and Maintenance Service Providers

Financing Agreement reference: **2100150043943**

Project ID No.: **P-LR-HB0-003**

Reference No. **LR-YEIB-001**

Issue Date: **August 21, 2026**

End Date: **September 4, 2026**

1. INTRODUCTION

The Government of Liberia has received financing from the African Development Bank (AfDB) toward the implementation of the Program for Advancing Youth Entrepreneurship and Investment (PAYEI) and intends to apply part of the proceeds toward the maintenance and repair of project vehicles.

The Project Implementation Unit (PIU) is therefore inviting qualified and experienced vehicle repair and maintenance firms to express their interest in being registered in the project's Vehicle Maintenance Service Providers Database.

The database will serve as the pool from which qualified firms will be invited to participate in Request for Quotations (RFQs) on an as-needed basis.

Registration in the database does not constitute a contract award or guarantee that a firm will be invited for every procurement opportunity.

2. OBJECTIVE

The objective of this exercise is to establish a database of competent vehicle repair and maintenance firms capable of providing timely, reliable and cost-effective maintenance services for the project's vehicle fleet throughout the implementation period.

3. SCOPE OF SERVICES

Successful firms may be invited to provide one or more of the following services:

Preventive Maintenance

- Periodic servicing
- Oil and filter changes
- Brake inspection and servicing
- Suspension servicing
- Steering system servicing
- Cooling system servicing
- Engine tune-ups

Corrective Maintenance

- Engine repairs
- Transmission repairs

- Suspension repairs
- Electrical system repairs
- Air conditioning repairs
- Fuel system repairs
- Exhaust system repairs
- Cooling system repairs

Body and Accident Repairs

- Panel beating
- Spray painting
- Chassis alignment
- Dent removal
- Glass replacement

Diagnostic Services

- Computerized engine diagnostics
- Electrical diagnostics
- Mechanical fault diagnosis

Replacement of Spare Parts

Supply and installation of genuine or manufacturer-approved:

- Brake components
- Suspension components
- Filters
- Belts
- Batteries
- Lighting systems
- Engine components
- Electrical components
- Tires and tubes
- Windscreens
- Other mechanical parts

4. VEHICLE CATEGORIES

The services will primarily cover, but not be limited to, the following categories of vehicles:

- Mid-Size Sport Utility Vehicles (SUVs)
- Compact Sport Utility Vehicles (SUVs)
- Chinese Double-Cabin Pickups
- Utility Pickups
- Four-Wheel Drive Vehicles
- Other project vehicles as may be acquired during project implementation.

5. MINIMUM ELIGIBILITY REQUIREMENTS

Interested firms shall demonstrate that they possess:

- Valid Business Registration Certificate
- Valid Tax Clearance Certificate
- PPCC Certificate
- At least three (3) years of experience in vehicle repair and maintenance
- Qualified mechanics and technicians
- A properly equipped workshop with diagnostic equipment
- Capacity to provide genuine or manufacturer-approved spare parts
- Evidence of previous contracts of similar nature
- Contact details of at least three (3) references
- Ability to respond promptly to emergency repair requests

6. INFORMATION TO BE SUBMITTED

Interested firms should submit the following:

- Letter expressing interest

- Company profile
- Copies of legal registration documents
- Organizational structure
- List of technical personnel
- Description of workshop facilities
- List of diagnostic equipment
- List of major clients
- Evidence of similar assignments
- References
- Contact information

7. SELECTION PROCESS

Following the review of Expressions of Interest, the PIU will establish a database of qualified service providers.

Whenever vehicle maintenance services are required, Request for Quotations (RFQs) will be issued to firms selected from this database, taking into consideration:

- Nature of the repair
- Vehicle make and model
- Workshop capacity
- Availability
- Past performance
- Value for money

The PIU reserves the right to invite additional firms where necessary to ensure adequate competition.

8. DURATION OF THE REGISTRATION

The database shall remain valid for the duration of the PAYEI Project, subject to periodic review and updating based on performance and continued eligibility.

The PIU reserves the right to suspend or remove firms that fail to meet required service standards or contractual obligations.

9. SUBMISSION OF EXPRESSION OF INTEREST

Interested firms should submit their Expressions of Interest by 4th September 2026 @ 1700 hours (GMT) through email with the subject:

"Expression of Interest – Vehicle Repair and Maintenance Services Database"

and addressed to:

The Project Coordinator
 Project Implementation Unit (PIU)
 Ministry of Commerce & Industry
 2nd Floor, Ministerial Complex Building
 Congo Town
 Monrovia, Liberia
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