



REPUBLIC OF LIBERIA

Ministry of Mines & Energy

P. O. Box 10-9024

1000 Monrovia 10LIBERIA, WEST AFRICA



January 14, 2025

INVITATION TO BID


The Ministry of Mines and Energy (MME) was established by an act of legislature to administer all activities related to mineral, water and energy resource exploration, coordination and development in the Republic of Liberia.

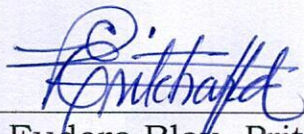
1. The Government of the Republic of Liberia through the Ministry of Mines and Energy intends to apply part of its budgetary allocation for Fiscal Year 2025 towards the procurement of **Goods, Works and Services**.
2. The Ministry now invites sealed bids from eligible registered bidders for the supply of **Goods, Works and Services** for Fiscal Year 2025.
3. Bidding will be conducted in accordance with the procedures as enshrined in the Amended and Restated Public Procurement and Concession Act of 2010.
4. The below procurement packages are hereby considered:

No.	Description of Procurement Packages	Quantity	Cost of Bidding Document (USD)	Delivery Schedule
1.	Computers (Laptops & Desktops)	Assorted	100.00	See Bidding Documents
2.	ICT Equipment	Assorted	100.00	See Bidding Documents
3.	Stationery	Assorted	50.00	See Bidding Documents
4.	Food Stuff	Assorted	50.00	See Bidding Documents
5.	Vehicle Insurance Coverage	Assorted	50.00	See Bidding Documents
6.	Event Catering	Assorted	50.00	See Bidding Documents
7.	Office Furniture	Assorted	100.00	See Bidding Documents
8.	Petroleum Products	N/A	100.00	See Bidding Documents
9.	Vehicles	N/A	100.00	See Bidding Documents
10.	Scientific Equipment	Assorted	100.00	See Bidding Documents

5. Detailed Specifications, description and qualification requirements of the above contract Packages are provided in separate bidding documents.
6. All interested eligible bidders may obtain copy of Bidding Documents upon payment of a Non-refundable fee as specified above respectively, through the Finance and Budget Section at the Ministry and submit receipt to the Procurement Unit between 9:00 am to 3:00 pm daily during working hours, and obtain a complete set of bidding document.
7. Sealed Bids must be delivered to the below address not later than the date and time indicated in the bidding documents. Please note that 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 date, time and venue as indicated in the respective Bidding Documents.
8. All other details are found in the Bidding Documents.

Attention: Procurement Unit
Ground Floor
Ministry of Mines and Energy
United Nations Drive, Capitol Hill,
Monrovia, Liberia

Signed: 
James T. Snowea
Director of Procurement
Ministry of Mines and Energy

Approved: 
Eudora Blay- Pritchard
Deputy Minister for Administration
Ministry of Mines and Energy

