



## Republic of Liberia

### Liberia Electricity Corporation

P.O.Box10-165 Waterside  
1000 Monrovia, 10 Liberia

#### INVITATION FOR BIDS (IFB)

#### NATIONAL COMPETITIVE BIDDING

### Provision of Insurance Services for LEC Motor Vehicles & Bikes

*IFB Number:* **GOL/LEC/VI/NCB/001/2018/19**

1. The Liberia Electricity Corporation has set aside public funds toward the cost of the Provision of Insurance Services for LEC Motor Vehicles & Bikes and it intends to apply part of the proceeds toward payments under the contract for the above contract.
2. Liberia Electricity Corporation (LEC) the implementing agency, now invites sealed bids from eligible and qualified bidders for the Provision of Insurance Services for LEC Motor Vehicles & Bikes for the period of 1 Year with a possibility of an extension based on performance starting **1<sup>st</sup> August, 2018 until 31<sup>st</sup> July, 2019** as described in the Schedule of Requirements of the bidding document and summarized below:

| NO.                             | CATEGORY OF SERVICES              | NUMBER OF VEHICLES |
|---------------------------------|-----------------------------------|--------------------|
| 1.                              | Comprehensive Coverage            | 41                 |
| 2.                              | Third Party Coverage              | 24                 |
| <b>Total Number of Vehicles</b> |                                   | <b>65</b>          |
| 3.                              | Motor Bike (Third Party Coverage) | 8                  |

### 3. Qualification Criteria

- *Bidders must submit copy of current Business Registration Certificate*
- *Bidders must provide current Tax Clearance Certificate*
- *Bidders must have PPCC Vendor registry Form (VRF)*
- *Bidders must have successfully completed at least two (2) similar contracts done within the last four (4) years of similar nature.*
- *Bidder must provide record of past performance*
- *Bidder must provide Power of Attorney Authorizing Signatory to the bid*
- *Article of Incorporation;*
- *International Reinsurance support with cover note;*
- *Adequate Capitalization letter from CBL;*
- *CBL renewal license for the class of business prospected attached with the official annual operating levy receipt;*
- *Evidence of Certification by the Central Bank of Liberia of Liberia*

4. A complete set of Bidding Documents in English may be purchased by interested bidders on the submission of a written Application to the address below and upon payment of a non-refundable fee **USD\$100.00**. The method of payment will be Bankers Check in favor of LEC through a direct by payment into Liberia Electricity Corporation – **CASH -EPP Account No: 0011134701652405, (Swift Code No. ECOCLRLM) held with ECO BANK LIBERIA LTD** and submitting the payment advice as evidence to collect the Bid Documents. An additional amount will be charged for deliveries by courier.
5. Bids must be delivered to the address below at or before 10:00 am Local time, on **July 24, 2018**. Electronic bidding will not be permitted. Late bids will be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend in person at the address below at 10:00 am on **Tuesday, July 24, 2018**. All bids must be accompanied by a Bid Security of **Two Thousand Five Hundred United States Dollars (US\$2,500.00)** in an equivalent amount in a freely convertible currency.
6. The address referred to above is:

The Chief Executive Officer  
Liberia Electricity Corporation  
P.O Box10 – 165 Waterside1000 Monrovia, 10 Liberia  
**Email: [jashley@lecliberia.com](mailto:jashley@lecliberia.com) and copied to: [procurement@lecliberia.com](mailto:procurement@lecliberia.com),  
[falkorniamark@yahoo.com](mailto:falkorniamark@yahoo.com)**