



Invitation for Bids (IFB)
National Competitive Bidding
Procurement of Office Equipment

IFB No. LRA/NCB/010/2026

1. The Liberia Revenue Authority (LRA) has received funds from Government of Liberia and intends to use portion of it to fund eligible payment under the contract for the procurement of **Office Equipment** for its FY 2026.
2. This procurement covers **Supply of Office equipment** under one lot as indicated below;

No.	Item Description	Quantity
1	Printers	46 units
2	Scanners	12 units
3	Projectors & Accessories	10 units
4	Shredders	3 units

3. The Liberia Revenue Authority now invite sealed bids from eligible and qualified bidders for the **Procurement of Office equipment**.
4. Bidding will be conducted through the National Competitive Bidding (NCB) procedures as specified in the PPCA 2026, and is opened to all eligible bidders.
5. Interested eligible bidders may obtain further information from the e-GP platform or the below address within the hours of 10:30 am to 4:00pm

Lovetta W.J. Williams
Liberia Revenue Authority Headquarters
ELWA Junction
Paynesville, Liberia
Tel: 231-(0886) – 676-046
Email: lovetta.johns@lra.gov.lr

6. Qualification requirements include the following:
 - A Bid Security of **US\$500.00** (in the form of Managers Check/Bank Guarantee)
 - A valid Tax Clearance Certificate
 - Valid Business Registration with business activity code: **G4741**
 - Proof of ability to pre-finance from a credible financial institution
 - Registered on the PPCC vendor register
 - Power of Attorney to submit bid on behalf of the entity
 - Proof of similar goods supplied

7. Bids must be submitted electronically on the PPCC E-Procurement platform on or before **October 9, 2026 at 2:00 PM**.
8. Bids shall be valid for a period of **Ninety (90) days** after the deadline of bid submission. All bids must be accompanied by a Bid Security of US\$500.00 and must be valid for a period of twenty-eight (28) days after the Tender validity period.
9. A complete set of Bidding Document in **English** can be downloaded from the PPCC e-procurement platform by interested bidders.
10. Bids will be opened on **October 9, 2026 at 2:30pm**, on the PPCC e-procurement platform
11. **The most responsive vendor will be issued a Framework Contract**

12. The address is:

Procurement Office Equipment
Ref: IFB No. LRA/NCB/010/2026
Liberia Revenue Authority, Headquarters
Paynesville, Liberia
Tel: 231-(0886) -676-046
Email: lovetta.johns@lra.gov.lr

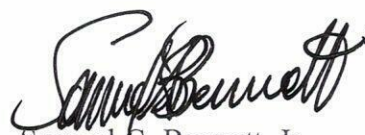
13. The Liberia Revenue Authority reserves the right to reject or accept any bid submitted and to annul the entire process at any time for reasons to be communicated to bidders without incurring any liability.

Signed:



Lovetta W.J. Williams
Manager/Procurement Section

Approved:



Samuel G. Bennett, Jr.
Deputy Commissioner General Adm.
Affairs

