



**Invitation for Bid**  
**Procurement of ICT Equipment**  
**IFB No. FDA -COC/NCB/003/2025**

1. The Government of Liberia through the **Chain of Custody** of the **Forestry Development Authority (FDA)** intends to apply portion of its 2025 budgetary allocation to fund eligible payment under contract for the Procurement of ICT Equipment for the Chain of Custody Operation.
2. The **Chain of Custody** of the **Forestry Development Authority (FDA)** now invites sealed bids from eligible and qualified bidders for the Procurement of **ICT Equipment**.

<b>Lots No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Delivery period</b>
1	Desktop Computer	1pc	Four weeks after the receipt of an approved LPO from the FDA
2	Laptop Computer	1pc	
3	Printer	1pc	
4	Other ICT Devices	Assorted	

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the PPCA and approved by the PPCC, and are open to all bidders from Eligible Source Countries as defined in the Guidelines.
4. Interested eligible bidders may obtain further information from the **Procurement Unit Annex # 2** of the **Forestry Development Authority, Whein Town Bernard Farm, Mount Barclay, Liberia**. E-mail Address: [wynnbryant@gmail.com](mailto:wynnbryant@gmail.com) or [georgiasaygbeh@gmail.com](mailto:georgiasaygbeh@gmail.com), [dracebaar@gmail.com](mailto:dracebaar@gmail.com) and inspect the Bidding Documents on working days from 9:00 AM to 2:00PM at the Forestry Development Authority, Procurement Unit, Whein Town, Mount Barclay.
5. Qualifications requirements include:
  - a. **Valid Tax Clearance Certificate**
  - b. **Valid Business Registration Certificate with Business Activity Code G-4741**
  - c. **PPCC Certification of Registration**
  - d. **Past performance records, including the names and contact numbers of at least five clients.**
  - e. **Bid Securing Declaration**

6. A complete set of Bidding documents in English may be picked up from the Procurement Unit by interested Bidders Upon the submission of a written application to the address below.
7. Bid must be delivered to the address below on or before **July 23, 2025 at 1:00 PM**. Bids shall be valid for a period of **90** days after the deadline of Bid submission. All Bids must be accompanied by a **Bid-Securing Declaration**. Late Bid will be received recorded and return unopen. Tenders will be opened in the presence of the Bidders' representatives who chooses to attend at the address below at **1:00 PM, July 23, 2025**
8. The addresses referred above regarding bids submission and opening are:

**Address for Bid Submission**  
***The Procurement Unit***  
***Forestry Development Authority***  
***Annex # 2***  
***Whein Town, Bernard Farm***

**Address for Bid Opening**  
***Annex # 1 Conference Room***  
***Forestry Development Authority***  
***Whein Town, Bernard Farm***

Signed: \_\_\_\_\_  
Wynn G. Bryant, Jr  
**Manager, Procurement Unit**

Approved: \_\_\_\_\_  
Hon: Victor W. Kpaiseh  
**Deputy Managing Director Administration/Finance**



## Invitation for Bid

### Procurement of Printing & Binding (IFB No. FDA-COC/NCB/005/2025)

1. The Government of Liberia, through the Chain of Custody of the Forestry Development Authority intends to apply part of its 2025 budget to fund eligible payments under the contract for the procurement of printing and binding services of the Chain of Custody (COC) of the Forestry Development Authority.
2. The **Forestry Development Authority** now invites sealed bids from eligible bidders for **Printing and Binding Services**.

Lots No.	Description	Quantity	Delivery period
1	Waybill (Logs and Wood Products)	Assorted	Four weeks after the receipt of an approved LPO from the FDA
2.	Tally Book (Tree Data Form) for Stumpage Verification	Assorted	Four weeks after the receipt of an approved LPO from the FDA
3.	Local Sawmill Way Bill	Assorted	Four weeks after the receipt of an approved LPO from the FDA
4.	Tally Book (Log Data Form)	Assorted	Four weeks after the receipt of an approved LPO from the FDA
5.	Sawmill Processing Statistical Data	Assorted	Four weeks after the receipt of an approved LPO from the FDA
6.	Local Purchase Order	Assorted	Four weeks after the receipt of an approved LPO from the FDA

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the PPCA and approved by the PPCC, and are open to all bidders from Eligible Source Countries as defined in the Guidelines.
4. Interested eligible bidders may obtain further information from the **Procurement Unit Annex # 2 of the Forestry Development Authority, Whein Town Bernard Farm, and Mount Barclay, Liberia**. E-mail Address: [wynnbryant@gmail.com](mailto:wynnbyrant@gmail.com), [dracebaar@gmail.com](mailto:dracebaar@gmail.com) and pick up the hard copy of the Bidding Documents on working days from 9:00 AM to 3:00 PM at the Forestry Development Authority, Procurement Unit, Whein Town, Mount Barclay.
5. **Qualification requirements include:**
  - a. Valid Tax Clearance Certificate
  - b. Valid Business Registration Certificate with Business Activity Code G-4761
  - c. PPCC Certificate of Registration

- d. Past performance records, including the names and contact numbers of at least five clients.
- e. Bid Securing Declaration
- 6. A complete set of bidding documents in English may be picked up from the procurement Unit by interested Bidders upon submission of a written application to the address below.
- 7. The bid must be delivered to the address below on or before **July 25, 2025 at 1:00 PM**. Bids shall be valid for a period of **90**days after the deadline of Bid submission. All Bids must be accompanied by a **Bid Securing Declaration**. Late Bid will be received, recorded, and return unopened. Tenders will be opened in the presence of the Bidders' representatives who choose to attend at the address below at **1:00 PM, July 25, 2025**

8. The addresses referred above regarding bids submission and opening are:

<p><b>Address for Bid Submission</b>  <b>The Procurement Unit</b>  <b>Forestry Development Authority</b>  <b>Annex # 2</b>  <b>Authority</b>  <b>Whein Town, Bernard Farm</b></p>	<p><b>Address for Bid Opening</b>  <b>Annex # 1 Conference Room</b>  <b>Annex # 1 Conference Room</b>  <b>Forestry            Development</b>    <b>Whein Town, Bernard Farm</b></p>
---	--

Signed: \_\_\_\_\_  
Wynn G. Bryant, Jr.  
**Manager, Project Procurement**  
**Admin/Fin**

Approved: \_\_\_\_\_  
Hon. Victor W. Kpaiseh  
**Deputy    Managing    Director    of**