



## **INVITATION FOR BIDS (IFB)**

### **Cooperative Republic of Guyana**

### **GUYANA REVENUE AUTHORITY**

1. THE Guyana Revenue Authority invites sealed bids from eligible and qualified bidders for the procurement of:


Lot A - Stationery Supplies

Lot B - Janitorial Supplies

Lot C - Office Supplies (Computer Items)

2. Bidding will be conducted through the National Competitive Bidding (NCB) procedures, specified in the Procurement Act 2003, and is open to all bidders subject to provisions of Section 111 (Eligible Countries) as defined in the Bidding Documents.
3. Interested eligible bidders may obtain information, clarification, and uplift bid documents from the Supervisor- Procurement Unit – Guyana Revenue Authority, 216/217 Lamaha Street, Georgetown Tel # 225-2081, from Monday to Thursday 8:00 hrs to 16:30 hrs and on Friday 8:00 hrs to 15:30 hrs.
4. Qualifications requirements include: Valid Certificates of Compliance from NIS and GRA which should be submitted for companies with offices registered in Guyana and Bid Security.
5. A complete set of Bidding Documents in English may be purchased by interested bidders upon payment of a non refundable manager's cheque/cash fee of three thousand dollars (\$3,000.00).
6. Bids shall be submitted in a plain sealed envelope bearing no identification of the Bidder. The envelope should be clearly marked in the upper left hand corner, "Procurement of Goods - Guyana Revenue Authority."

Bids must be addressed to:



The Chairman,

National Procurement and Tender Administration (North Western Building) Ministry of Finance, Main and Urquhart Street, Georgetown, Guyana at or before 9:00 hrs - May 4, 2010

Electronic bidding will not be permitted. Late bids will be rejected.

Bids will be opened in the presence of those bidders or their representatives who choose to attend at 9am on Tuesday May 4, 2010 in the Boardroom of the National Procurement and Tender Administration Board, Ministry of Finance at the above address.

The National Procurement and Tender Administration Board, Ministry of Finance reserves the right to reject any or all bids without assigning reasons whatsoever and not necessarily to award to the lowest bid.

