



**REPUBLIC OF LIBERIA**  
**MINISTRY OF AGRICULTURE**  
**University of Liberia Campus**  
**Fendall, Liberia**  
**PROGRAM MANAGEMENT UNIT**  
**(PMU)**



**REQUEST FOR QUOTATION (RFQ)**

**PROVISION OF UNARMED SECURITY SERVICES  
TO THE  
PROGRAM MANAGEMENT UNIT (PMU)**

Contract Identification Number: **LIB/MOA/PMU/NCS/RFQ/01/2019**

1. The *Government of Liberia* has received financing from development partners for all agricultural projects within the Program Management Unit (PMU) of the Ministry of Agriculture, and intends to apply part of the proceeds toward payments under the contract for provision of unarmed security services to the PMU.
2. The *Program Management Unit (PMU)* now invites sealed bids from eligible bidders for Provision of Unarmed Security Services to the PMU as follows:

No.	Detailed description of the Requirement	Total Number of Security Personnel	Hours per shift	Bid Security	Duration of Contract
1	Provision of Unarmed Security Service to the PMU Office Complex	<ul style="list-style-type: none"> <li>• The total number of security personnel is ten (10).</li> <li>• Four (4) for the morning shift and six (6) for the evening shift</li> </ul>	12	Bank Guarantee of US\$1,000.00	12 months (renewable)

3. Bidding will be conducted through the Request for Quotation (RFQ) procedures, and is opened to all eligible bidders.
4. Interested eligible bidders may obtain further information from the Program Management Unit Office, Ministry of Agriculture, Fendall, Liberia and inspect the bidding documents during office hours 9:00am to 4:30pm from Monday through Friday, at the address given below.
5. A complete set of bidding documents in English may be purchased by interested eligible bidders upon the submission of a written application to the address below and upon payment of a nonrefundable fee of **US\$20.00**. The method of payment will be by cash payment.

6. A Pre-bid Meeting will be held on 05 March 2019 @ 11:00am Monrovia Time at the PMU Office at Fendall, Liberia. All Bidders are to also attend the site visit of the PMU premises immediately after the pre-bid meeting.
7. Bid submitted must be accompanied by a Bank Guarantee of US\$1,000.00.
8. Bids must be delivered, in sealed envelopes, to the address below on or before **12 March 2019 @ 12:00am Monrovia Time**. Electronic bidding will not be permitted. Late bids will be rejected. Bids will be publicly opened in the presence of the bidders' designated representatives and anyone who chooses to attend at the address below.
9. The address(es) referred to above is(are):

Title: **Request for Quotation for the Provision of Unarmed Security Services to the PMU**

Attention: Raymond O. Ogunti

Director, PMU  
Program Management Unit (PMU)  
Ministry of Agriculture Annex  
Fendall  
Republic of Liberia  
Email: [rogunti@moa.gov.lr](mailto:rogunti@moa.gov.lr) with cc to [tnyema@moa.gov.lr](mailto:tnyema@moa.gov.lr)