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**Letter of Invitation for Bids**

*Freetown*

*April, 2022*

**Re: SUPPLY AND DELIVERY OF COCOA SEEDS - AVDP-PMU/ICB/G/4/1/22**

1. The **Government of Sierra Leone** has received financing from the International Fund for Agricultural Development (IFAD), Adaption Fund (AF), OPEC Fund for International Development (OFID) and Toni Blair Institute (TBI), the financing of which is being administered by IFAD towards the cost of Agriculture Value Chain Development Project (AVDP). Government intends to apply a part of the proceeds of the financing to this purchase. The use of any IFAD financing shall be subject to IFAD’s approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD’s rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with Agriculture Value Chain Development Project (AVDP).
2. The goal of AVDP is livelihoods and climate change resilience of rural farming households in Sierra Leone improved, while the project development objective (PDO) is to promote agriculture as a business for enhanced incomes and reduced rural poverty, among 42,985 rural households. The AVDP will be implemented nationwide over a six-year period. A value chain development approach will drive the implementation process, supported by the application of a robust targeting strategy to ensure the inclusion of the rural poor in both the implementation of project activities and the sharing of the benefits and priority attention to enhancing climate resilience among the project beneficiaries.
3. The purchaser now invites sealed bids from eligible entities (“bidders”) for the provision of *1,687,500 Cocoa Seeds in Bo, Pujehun, Kailahun, Kenema, Kono Districts.* More details on these goods and related services are provided in the schedule of requirements in this bidding document.
4. This IFB is open to all eligible bidders who wish to respond. Subject to the restrictions noted in the bidding document, eligible entities may associate with other bidders to enhance their capacity to successfully deliver the goods and related services.
5. The goods and related services, and the contract expected to be awarded, are divided into the following lots:

|  |  |  |  |
| --- | --- | --- | --- |
| **Lot No** | **Description** | **Unit of Measure** | **Total quantity** |
| Lot 1 | Supply and Delivery of Cocoa Seeds in Kenema and Kailahun Districts | pcs | 900,000 |
| Lot 2 | Supply and Delivery of Cocoa Seeds in Bo, Pujehun and Kono Districts | pcs | 787,500 |

1. Bidding will be conducted using the **International Competitive Bidding (ICB)** method, the evaluation procedure for which is described in this bidding document, in accordance with the IFAD Procurement Handbook which is provided at [www.ifad.org/project-procurement](about:blank). The ICB process, as described, will include a review and verification of qualifications and past performance, including a reference check, prior to the contract award.
2. Please note that a pre-bid conference will not be held as described in the bid data sheet BDS, Section II of the bidding document.
3. Bidders interested in submitting a bid shall purchase the bidding document against payment of a non-refundable fee of **Le250,000 or 25$**. Payment shall be made to the Agricultural Value Chain Development Project through Western Union Money Transfer, RIA, MoneyGram or in the following account:

Account Name: Agriculture Value Chain Development Project

Account No: 014-001-107-861-136-462

Bank: Commerce and Mortgage Bank

1. Bidding documents can be obtained by sending an e-mail with a copy of the payment slip, giving full contact details of the bidder and the subject of procurement, to [avdppmu@gmail.com](about:blank). This will also ensure that the bidders receive the bidding document by email or hard copy (at the following address), as well as any updates regarding the bidding document.

Address: 23 Torwama Road, Bo, Southern Sierra Leone

Bids must be delivered electronically to the PMU via the following link and in the manner specified in the bid data sheet – instructions to bidders 23.2, no later than **18th May, 2022 at 12:00 GMT. Link:** [https://bit.ly/3Kbsz8F](about:blank)

1. Bidders shall be aware that late bids will not be accepted under any circumstance. All bids must be accompanied by:

**Applicable to Local Bidders**

* Certificate of Incorporation/Registration
* Copy of valid NASSIT Clearance Certificate
* Copy of valid NRA Tax Clearance Certificate
* Copy of valid Local Council Certificate
* Manufacturer’s Authorization

**Applicable to Foreign Bidders**

1. Certificate of Incorporation/Registration
2. Copy of valid Tax Clearance Certificate
3. Manufacturer’s Authorization
4. Bid security in the form of a Bank Guarantee. The amount and currency of the Bid Security per lot shall be the equivalent of $10,000 and be denominated in the currencies of the bid. Bid Security from community and village banks and Bid Bond from insurance companies are not acceptable. Bid Security amount shall be expressed in lots.
5. Please note that only electronic bids shall be accepted.
6. There will be a virtual bid opening via ZOOM on 18th May, **2022 at 12:30 GMT**.

Link to join Bid Opening: [https://bit.ly/3DGrhQw](about:blank)

1. For any further clarification, please contact the above email address:

Yours sincerely,

Signed:

Project Manager

**Agriculture Value Chain Development Project**