

## EXPRESSION OF INTEREST

### INVITATION TO REGISTER ON PUBLIC FINANCIAL MANAGEMENT IMPROVEMENT AND CONSOLIDATION PROJECT (PFMICP-Ministry of Finance and Economic Development) SUPPLIER DATABASE 2015

Date: 19th January 2015

#### 1. Source of Funds

The Government of Sierra Leone has received funding in the amount of Twenty Eight Thousand Five Hundred United States Dollars (\$ 28,500.00) from IDA of the World Bank, Multi Donor Trust Fund(MDTF), European Union (EU), Department for International Development (DFID) and pool funding from the African Development Bank towards the cost of Public Financial Management Improvement and Consolidation Project (PFMICP) and it intends to apply part of the proceeds to payments for goods, related services and consulting services to be procured under this project.

2. In order to comply with the World Bank's [Guidelines: Procurement under IBRD Loans and IDA Credits](#) (Revised edition 2011) and to ensure competitive process, PFMICP invites all prospective suppliers and service providers to apply for registration on the PFMICP database.
3. An invitation is extended to suppliers and service providers to apply for registration on PFMICP-MoFED'S database for the following:
  1. Stationery and Computer Consumables
  2. Computers, Accessories and Photocopier Machines
  3. IT Equipment/Accessories/Spares
  4. Vehicles and Motor Bikes
  5. Office Equipment
  6. Office and Household Furniture and Fittings
  7. Maintenance of Equipment and Software
  8. Information Technology & Related Services
  9. Maintenance and Related Services
  10. Printing and Related Services
  11. Professional Service: Conferences and Seminars
  12. Rental of Halls (Please provide capacity),

13. Consultancy Services relating to Surveys, Trainings, Institutional Development, capacity Building, Technical Assistant to Develop Manuals, Software Development, Audits etc.

4. The following mandatory documents shall be affixed to a fully completed Supplier database form for further consideration by the PFMICP.

- ❑ A Certified True Copy of a Valid Business Registration Certificate
- ❑ Evidence of similar supplies
- ❑ Business profile of the Bidder/Supplier

5. ALL service providers or suppliers who have formally expressed their interest in providing services or supplies to the PFMICP should not re-register as they will be automatically included in the database.

#### **NOTE**

1. Blacklisted companies appearing on the National Public Procurement Authority database and that are prohibited from conducting business with public entities, shall not be considered.
2. Firms currently under debarment by any of the funding institutions shall also not be considered.
3. Responding to this invitation does not mean an automatic guarantee of a contract with PFMICP.
4. Enquiries shall be directed to:

**The International Procurement Specialist  
Public Financial Management Improvement and Consolidation Project-  
(Ministry of Finance Economic Development)  
Third Floor  
Sierra Leone Commercial Bank Building  
35A Lightfoot Boston Street  
Freetown  
Sierra Leone**

**E-mails: [pfmicpmu@mofed.gov.sl](mailto:pfmicpmu@mofed.gov.sl) and [mofedpfmicp@gmail.com](mailto:mofedpfmicp@gmail.com)  
Phone: 079 358 317**

6. Expression of Interest must be submitted in a sealed envelope marked  
“VENDOR REGISTRATION” addressed to:

**The Project Manager  
Public Financial Management Improvement and Consolidation Project-  
Ministry of Finance and Economic Development  
Third Floor  
Sierra Leone Commercial Bank Building  
35A Lightfoot Boston Street  
Freetown  
Sierra Leone**

**E-mail to: [pfmicpmu@mofed.gov.sl](mailto:pfmicpmu@mofed.gov.sl) and [mofedpfmicp@gmail.com](mailto:mofedpfmicp@gmail.com)**

7. All Expression of Interests should be accompanied by a signed cover letter
8. Closing date for submission of forms is **12:00 noon on 18 February, 2015.**