

COOPERATIVE REPUBLIC OF GUYANA

INVITATION FOR BIDS (IFB)

MINISTRY OF FINANCE

1. Ministry of Finance hereinafter referred to as “the Procuring Entity”, invites eligible bidders to submit their bids for the following Projects:

- **Procurement of Information Technology Hardware, Ministry of Finance**
- **Procurement of NPTA Re-cabling and Direct Links to MoF Data Centre, Ministry of Finance**

2. Required period of supply: within one hundred and twenty (120) days from award of Contract

3. The bidding documents may be obtained and be examined by any interested bidder. Bids can be purchased for a non-refundable fee in the amount of **three thousand dollars (\$3,000.00) each from Tuesday 30th May, 2023 at the following address:**

**Accounting Unit
Ministry of Finance
49 Main & Urquhart Streets
Georgetown
Tel. # 227-0021/227-3992 ext 1128.**

4. All Bidders should submit their bids together with an original bid security of the **two (2%)** of the **bid price** not later than **9:00 hours on 20th day of June 2023** at the address:

**The Chairman
National Procurement and Tender Administration Board
Ministry of Finance
Main & Urquhart Streets
Georgetown**

At the top left-hand corner of the envelope must bear the name of the project for example “Procurement of Information Technology Hardware, Ministry of Finance”. Bids that are incorrectly labeled will not be opened.

5. Bids shall be valid for one hundred and twenty (**120**) days after the date of bid opening.

6. Bids shall be opened by the Tender Board in the presence of Bidders’ representatives who wish to attend it at **9:00 hours on 20th day of June 2023** at the address:

**The Chairman
National Procurement and Tender Administration Board
Ministry of Finance
Main & Urquhart Streets
Georgetown**

7. **Bids must be submitted in an original and one electronic Copy (flash drive) with exact PDF version of the hardcopy tender. Bidders are to ensure the envelopes of the hardcopy and the electronic copy are identically labeled; Electronic copy (flash drive) should be placed in a smaller envelope and properly affixed to the hardcopy submission, addressed to the Chairman, National Procurement and Tender Administration Board, Ministry of Finance, Main and Urquhart Streets, Kingston with the name of the project clearly marked on the top left hand corner “Procurement of Information Technology Hardware – Ministry of Finance”. The envelope in no way should identify the tenderer.**

Deputy Finance Secretary

Note

All local and international bidders of all types interested in government contracts are being urged by the National Procurement and Tender Administration (NPTA) to register their business in accordance with Section 4A (2) of the Procurement (Amendment) Act 2019 “...Every supplier or contractor shall apply to be registered as a bidder in the register of bidders in order to participate in procurement proceedings at least seven (7) days before taking part in any procurement proceedings...”

Suppliers and contractors of all types to register at the link located on the NPTA’s website (<https://bidders.npta.gov.gy/registration>)