

INVITATION FOR BIDS (IFB)

1. Ministry of Finance hereinafter referred to as “the Procuring Entity”, invites eligible bidders to submit their bids for the **Procurement of IT-Hardware, Ministry of Finance**.
2. Required period of supply: within forty-five (45) to sixty (60) 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)** 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 3rd day of August 2021** at the address:

**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 “Procurement of IT-Hardware – Ministry of Finance”. Bids that are incorrectly labeled will not be opened.

5. Bids shall be valid for ninety (90) 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 “3rd” day of August 2021** at the address:

**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 IT-Hardware – Ministry of Finance”. The envelope in no way should identify the tenderer.**



**Sukrishnalall Pasha
Finance Secretary**



Date