



## Invitation for Bid

### Procurement of Printing & Binding (IFB No. FDA-COC/SBA/NCB/004/2025)

1. The Government of Liberia, through the Chain of Custody of the Forestry Development Authority intends to apply part of its 2026 budget to fund eligible payments under the contract for the procurement of printing and binding services of the Chain of Custody (COC) of the Forestry Development Authority.
2. The Forestry Development Authority now invites sealed bids from eligible bidders for Printing and Binding Services.

<b>Lots No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Delivery period</b>
1.	Waybill (Logs and Wood Products)	Assorted	4 weeks after the receipt of an approved LPO
2.	Tally Book (Tree Data Form) for Stumpage Verification	Assorted	4 weeks after the receipt of an approved LPO
3.	Local Sawmill Way Bill	Assorted	4 weeks after the receipt of an approved LPO
4.	Tally Book (Log Data Form)	Assorted	4 weeks after the receipt of an approved LPO
5.	Sawmill Processing Statistical Data	Assorted	Four weeks after the receipt of an approved LPO
6.	Miscellaneous Receipts	Assorted	Four weeks after the receipt of an approved LPO

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the PPCA and approved by the PPCC, and are open to all bidders from Eligible Source Countries as defined in the Guidelines.
4. Interested eligible bidders may obtain further information from the Procurement Unit Annex # 2 of the Forestry Development Authority, Whein Town Bernard Farm, and Mount Barclay, Liberia. E-mail Address: [wynnbyrant@gmail.com](mailto:wynnbyrant@gmail.com), [bendufoboi541@gmail.com](mailto:bendufoboi541@gmail.com) and pick up the hard copy of the Bidding Documents on working days from 9:00 AM to 3:00 PM at the Forestry Development Authority, Procurement Unit, Whein Town, Mount Barclay.
5. **Qualification requirements include:**
  - a. Valid Tax Clearance Certificate
  - b. Valid Business Registration Certificate with Business Activity Code C-1811
  - c. PPCC Certificate of Registration
  - d. Past performance records, including the names and contact numbers of at least five clients.
  - e. Bid Securing Declaration
6. A complete set of bidding documents in English may be picked up from the procurement Unit by interested Bidders upon submission of a written application to the address below.
7. The bid must be delivered to the address below on or before **May 27, 2026 at 1:00 PM**. Bids shall be valid for a period of 90days after the deadline of Bid submission. All Bids must be accompanied by a Bid Securing Declaration. Late Bid will be received, recorded, and return unopened. Tenders will be opened in the presence of the Bidders' representatives who choose to attend at the address below at **1:00 PM, May 27, 2026**

8. The addresses referred above regarding bids submission and opening are:

**Address for Bid Submission**

*The Procurement Unit  
Forestry Development Authority  
Annex # 2  
Whein Town, Bernard Farm*

**Address for Bid Opening**

*Annex # 1 Conference Room  
Annex # 1 Conference Room  
Forestry Development Authority  
Whein Town, Bernard Farm*

Signed: \_\_\_\_\_

Wynn G. Bryant, Jr.  
**Manager, Project Procurement**

Approved: \_\_\_\_\_

Hon. Victor W. Kpaiseh  
**Deputy Managing Director of Administration/Finance**