

## Invitation to Bid

Monrovia, 11<sup>th</sup> September 2025

**Subject:** Bid to Sell One Bike (TVS Apache)

**Reference:** 09/2025/AIFO/SIDA Contribution No. 14819

### 1. BACKGROUND:

AIFO Liberia is a professional non-profit health and development organization that enables opportunities for persons affected by leprosy, persons with disabilities, women, children and members of poor and vulnerable groups, through focused healthcare, education and economic empowerment initiatives in Liberia with the aim of providing a better quality of life and creating large scale positive change.

### 2. PURPOSE:

AIFO Liberia will be accepting bid proposals to offer for sale one TVS Apache Bike. Below are the details:

1) Vehicle:

Model	TVS Apache
Color	RED
Vin	MD637AR18M2G00345
Plate Number	M274739
Purchased price	\$2,300 USD
Condition	New
Bid Starting selling price	From 1,000 USD
Mileage	0.00

### 3. SUBMISSION REQUIREMENT:

- Buyer Declaration (Annex I);
- Financial offer (Annex II);

**Note: The payment will be done in one installment upon signing the contract.**

**4. SUBMISSION DEADLINE:**

All submissions must be sent by **Tuesday 30<sup>th</sup> September, 2025, 16:00 PM.** Via email to:  
**[procurement.liberia@aifo.it](mailto:procurement.liberia@aifo.it)** Subject: **09/2025/AIFO/SIDA Contribution No. 14819**

**NOTE: Late submissions will not be considered.**

**5. CONTACT INFORMATION:**

For any inquiries regarding this tender, please Call: **+231775269125** or send mail to  
**[procurement.liberia@aifo.it](mailto:procurement.liberia@aifo.it)**

**Note: The offer must be released to the kind attention of: AIFO Procurement department**

**Annex 1**  
**Declaration on honor and non-exclusion clauses**

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*To be completed and signed by the tenderer (including one from each partner in a consortium).*

The undersigned.....

Owner of the Company/Organization: .....

Located in: Address.....

Country.....

Tel./Fax.....e-mail.....

Declares that the company run and operated by the undersigned and myself:

1. We have examined and accept in full the content of the dossier for invitation to tender No. (.....) of (../..). We hereby accept its provisions in their entirety, without reservation or restriction.
2. We are submitting this application in our own right and (as partner in the consortium led by (name of the leader / ourselves) ) for this tender (Lot No). We confirm that we are not tendering for the same contract in any other form. (We confirm, as a partner in the consortium, that all partners are jointly and severally liable by law for the performance of the contract, that the lead partner is authorised to bind, and receive instructions for and on behalf of, each member, that the performance of the contract, including payments, is the responsibility of the lead partner, and that all partners in the joint venture/consortium are bound to remain in the joint venture/consortium for the entire period of the contract's performance).
3. We are not in any of the situations excluding us from participating in contracts which are listed in Article 17 of the instructions to tenderers and in this declaration. In the event that our tender is successful, we undertake to provide the proof usual under the law of the country in which we are established that we do not fall into the exclusion situations listed in article 17. The date on the evidence or documents provided will be no earlier than 180 days before the deadline for submission of tenders and, in addition, we will provide a sworn statement that our situation has not altered in the period which has elapsed since the evidence in question was drawn up.
4. We also understand that if we fail to provide this proof within 15 calendar days after receiving the notification of award, or if the information provided is proved false, the award will be considered null and void.
5. We agree to abide by the ethics clauses that we have no potential conflict of interests or any relation with other candidates or other parties in the tender procedure at the time of the submission of this application.
6. We declare that we not fall into one of the following situations and shall be excluded from participation in a procurement procedure if we:
  7. are bankrupt or being wound up, are having affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
  8. Have been convicted of an offence concerning professional conduct by a judgment which has the force of res judicata.
  9. Have been guilty of grave professional misconduct.

10. Have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which we are established or with those of the country of the contracting authority or those of the country where the contract is to be performed.
11. Have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity.
12. Have been declared to be in serious breach of contract for failure to comply with contractual obligations.
13. We will inform the Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognise and accept that any inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this and other contracts funded by SIDA.
14. We note that the Contracting Authority is not bound to proceed with this invitation to tender and that it reserves the right to award only part of the contract. It will incur no liability towards us should it do so.

Name and surname: (.....)

Duly authorised to sign this tender on behalf of:

(.....)

Place and date: (.....)

Stamp of the firm/company:

### **Compliance to AIFO ethical standards declaration**

The undersigned.....

Owner of the Company/Organization: .....

Located in: Address.....

Country.....

Tel./Fax..... e-mail.....

**declares**

to have read and understood [AIFO Code of Ethics and Conduct](#); that the company run and operated by the undersigned complies with guidelines, principles, behavioral and operational lines therein included.

Signature (and stamp)

**AIFO -Liberia**

**and**

**Annex II - Model of financial/technical offer**

**Model of financial/technical offer**

**PUBLICATION REFERENCE: 09/2025/AIFO/SIDA Contribution No. 14819 NAME OF TENDERER: (.....)**

A	B	C	D	E
ARTICLE	QUANTITY	DESCRIPTION OF ARTICLE	UNIT COSTS IN USD	TOTAL EUROS/ NATIONAL CURRENCY
1				
2				
			Total cost Total cost	

Done at:(.....), (../..)

On behalf of (.....)

by (*name*)

(*tenderer's name and signature*)