



JUDICIARY OF SIERRA LEONE

REQUEST FOR EXPRESSION OF INTEREST

PROVISION OF REPAIRS, MAINTENANCE, CLEANING AND AIR TICKETS

Dated: 22nd December, 2022

The constitution of Sierra Leone in Chapter VII (Section 120-145) establishes the Judiciary of Sierra Leone, vested the Judiciary power of Sierra Leone in the Judiciary, and creates its various structures and specifies its functions, and powers and provides for its autonomy and Independence, among other things.

With funding from the Government of Sierra Leone (GoSL), Judiciary of Sierra Leone intends to apply part of the proceeds for the provision of various services and now invites reputable enterprises interested to be included in its shortlist for the provision of Repairs, Maintenance, IT and other services.

The required services include the following:

- ❖ Generator Maintenance
- ❖ Air Conditioner Maintenance
- ❖ Photocopier Maintenance
- ❖ Vehicle Maintenance
- ❖ Welding of metal doors, gates etc.
- ❖ Building Refurbishment, Repairs and Maintenance
- ❖ Plumbing
- ❖ Bore Hole Maintenance
- ❖ Cleaning, Deep Cleaning, Garbage Collection and Fumigation
- ❖ Electrical Maintenance
- ❖ Catering Services
- ❖ Air Tickets

Established and registered enterprises in providing the above listed Services to the Judiciary are requested to express their interest in writing. They must provide information demonstrating that they have the required experience to perform the Services (including availability of appropriate skills among staff). Enterprises may constitute joint ventures to enhance their chances of qualification.

Pre-qualification criteria

Prospective enterprises, including Joint Ventures should fulfil and provide the following:

- ❖ A copy of a valid Business Registration Certificate/License,
- ❖ A copy of a valid NRA Tax Clearance Certificate,
- ❖ A copy of valid NASSIT Clearance Certificate,
- ❖ List of previous contracts performed,
- ❖ Business Profile
- ❖ A copy of Authorization/Distributor/Agent Agreement,
- ❖ Specialized Business Area,
- ❖ Bankers

A shortlist of enterprises for each category will be issued the ‘**Request for Proposal**’ after the selection process. Further information may be obtained at the address during office hours from Monday to Friday (009 to 1600 GMT).

The Expression of Interest AND SUPPORTING DOCUMENTATION MUST BE DELIVERED IN SEALED ENVELOPE MARKED “**Expression of Interest-JSL/CO/EOI/2023/003, Pre-Shortlist 2023**” on **OR before 19th January, 2023 at 12:30pm** to the following address:

The Court Operations Manager
Judiciary of Sierra Leone
Main Law Court Building
Siaka Stevens Street
Freetown, Sierra Leone

Please note that this Announcement is NOT a Tender.