
	<p style="text-align: center;">Sierra Leone Land Administration Project, under the Ministry of Lands Housing and Country Planning (MLHCP) 3<sup>rd</sup> Floor Youyi Building Brookfields, Freetown</p> <p>Cell: +23278488076 <span style="float: right;">Email: <a href="mailto:sllapprocurement79@gmail.com">sllapprocurement79@gmail.com</a></span></p>	
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### Specific Procurement Notice

#### Request for Bids (Non-Consulting Services)

**Employer:** Ministry of Lands, Housing and Country Planning (MLHCP)

**Project:** Sierra Leone Land Administration Project (SLLAP)

**Contract title:** Assessment and Digitization of Land Records

**Country:** Sierra Leone

**Grant No.:** E0600-SL

**RFB No:** SL-MLHCP-426382-NC-RFB

**Issued on:** 20<sup>th</sup> May, 2024

1. The Ministry of Lands, Housing and Country Planning (MLHCP) has received financing from the World Bank in the form of Grant toward the cost of the Sierra Leone Land Administration Project (SLLAP) and intends to apply part of the proceeds toward payments under the contract for the digitization of land records and development of a land records digitization strategy.
2. The Ministry of Lands, Housing and Country Planning (MLHCP) now invites sealed Bids from eligible Bidders for the Assessment and Digitization of Land Records in Sierra Leone. The scope of services shall include, but not limited to: i) assessment of all existing and historic land records (primarily deeds) and maps (including survey plans and cadastral index maps); ii) drafting a comprehensive strategy for the digitization of land records and maps; iii) introducing an intermediate digital archiving system, which will be used as the main tool in the digitization of land records and their storage until the LMIS is available; iv) Undertaking the digitization of existing land records and maps based on the assessment and strategy for the digitization of land records and maps, filling the digital archiving system; and v) Migrating the digitized land records and maps into the Land Management Information System (LMIS) database. The services will be carried out for a duration of fourteen (14) months but subject to modification based on the actual data gathered after the assessment phase.
3. Bidding will be conducted through international competitive procurement using a Request for Bids (RFB) as specified in the World Bank's "Procurement Regulations for IPF Borrowers Procurement Regulations for IPF Borrowers published July 2016 Revised November 2017, August 2018, November 2020 and September, 2023 ("Procurement Regulations") and is open to all eligible Bidders as defined in the Procurement Regulations.
4. Interested eligible Bidders may obtain further information by contacting the Project Procurement Unit, Sierra Leone Land Administration Project, located at the Ministry of Lands, Housing and Country Planning office in Freetown by email: [sllapprocurement79@gmail.com](mailto:sllapprocurement79@gmail.com) and copy [fodaykarimu@gmail.com](mailto:fodaykarimu@gmail.com) and [alphajohcham@yahoo.com](mailto:alphajohcham@yahoo.com) and inspect the bidding document during office hours of 0900 to 1700 hours GMT at the address given below.
5. The bidding document in English may be purchased by interested eligible Bidders upon the submission of a written application to the address below and upon payment of a nonrefundable fee of One Hundred and fifty United States Dollars (US\$150) or in a freely convertible currency acceptable to the Employer. The method of payment

will be electronic Bank transfer (**No Cash or Cheque payment is allowed at the Project Office**). The document will be sent by a courier to the interested bidder.

The SLLAP Bank account details for payment are as follows:

**Bank:** Sierra Leone Commercial Bank Limited

**Account Name:** Sierra Leone Land Administration Project (P177031)

**Account Number (USD):** 003001103735412192

**SWIFT BIC:** SLCBSLFR

**Bank Address:** Siaka Stevens Street, Freetown.

6. Bids must be delivered to the address below on or before 1200 hours GMT on 5<sup>th</sup> July, 2024. Electronic Bidding will not be permitted. Late Bids will be rejected. The outer Bid envelopes marked "ORIGINAL BID", and the inner envelopes marked "TECHNICAL PART" will be publicly opened in the presence of the Bidders' designated representatives and anyone who chooses to attend, at the address below on 5<sup>th</sup> July, 2024 at 10:00 hours GMT. All envelopes marked "FINANCIAL PART" shall remain unopened and will be held in safe custody of the Employer until the second public Bid opening.
7. All Bids must be accompanied by a Bid Security of 2% of the bid price and in the currency of the bid. The bid price shall be in a freely convertible currency acceptable to the Employer.
8. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful bidder's beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the bidding document.
9. The address referred to above is:

Sierra Leone Lands Administration Project (SLLAP),  
Ministry of Lands Housing and Country Planning (MLHCP).

**Attention:** The Procurement Unit

**Street Address:** 3<sup>rd</sup> Floor Youyi Building Brookfield's.

**City:** Freetown

**Country:** Sierra Leone

**Telephone:** +23278488076

**Electronic mail address:** [slaprocurement79@gmail.com](mailto:slaprocurement79@gmail.com) and copy [alphajohcham@yahoo.com](mailto:alphajohcham@yahoo.com), [jobosamba@yahoo.com](mailto:jobosamba@yahoo.com) and [fodaykarimu@gmail.com](mailto:fodaykarimu@gmail.com)