ECOWAS COMMISSION
COMMISSION DE LA CEDEAO
COMISSÃO DA CEDEAO

INTERNATIONAL COMPETITIVE BIDDING (ICB)

SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF FURNITURE, FIXTURES, EQUIPMENT AND RELATED ACCESSORIES FOR THE TRAINING CENTRE & AUDITORIUM COMPLEX (LOT 1), AND THE DINING, CAFETERIA & CATERING FACILITIES (LOT 2) AT THE ECOWAS LOGISTICS DEPOT (ELD), LUNGI, SIERRA LEONE

Invitation for Bids

REF No: ECW/ PP-2026-GOODS-006 **18th November, 2026.**

1. The ECOWAS Commission intends to allocate a portion of its approved 2026 budget to finance the contract for the ***Supply, Delivery, Installation, Testing and Commissioning of Furniture, Fixtures, Equipment and Related Accessories for the Training Centre & Auditorium Complex (Lot 1), and the Dining, Cafeteria & Catering Facilities (Lot 2) at the ECOWAS Logistics Depot (ELD), Lungi, Sierra Leone***, for which this Invitation for Bids is issued.

2. The ECOWAS Commission is now inviting you to bid for the **Supply, Delivery, Installation, Testing and Commissioning of Furniture, Fixtures, Equipment and Related Accessories at the ECOWAS Logistics Depot (ELD), Lungi, Sierra Leone.** The procurement comprises two (2) lots as indicated below:

   - **Lot 1:** Supply, Delivery, Installation, Testing and Commissioning of Furniture, Fixtures, Equipment and Related Accessories for the Training Centre & Auditorium Complex at the ECOWAS Logistics Depot (ELD), Lungi, Sierra Leone

   - **Lot 2:** Supply, Delivery, Installation, Testing and Commissioning of Furniture, Fixtures, Equipment and Related Accessories for the Dining, Cafeteria & Catering Facilities at the ECOWAS Logistics Depot (ELD), Lungi, Sierra Leone.

3. The two (2) lots are distinct and indivisible, and the contract will be awarded per lot. Interested bidders with the requisite qualification and experience may bid for one or all the two (2) lots.

4. The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the ECOWAS Commission shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

5. The Bidding Document may be obtained upon submission of a written request and payment of a non-refundable fee of One Hundred United States Dollars (US$100.00). For the purpose of obtaining payment details and processing the purchase of the bidding documents, interested bidders should send an email request to manyaduba@ecowas.int, with copies to ikkamara@ecowas.int and sshadrach@ecowas.int. Upon confirmation of payment, the bidding documents shall be transmitted electronically to the bidder. Foreign bidders may also obtain the bidding documents upon payment of the prescribed fee through bank transfer, with all transfer charges borne by the bidder.

6. In pursuance of Community human and financial capacity development within the ECOWAS Community, foreign firms that do not enter into joint venture agreement with Member States' firms

shall not be eligible to participate in a tender process where the contract is wholly financed by Community Funds.

7. Interested and eligible bidders may obtain further information from ECOWAS Commission, Directorate of Administration and General Services, Procurement Division, 2nd Floor, ECOWAS Commission Headquarters, 51, Abubakar O. Suleiman Avenue, Institutions & Research Cadastral Zone, Piwoyi, Airport Road, PMB 401, Abuja. FCT, Nigeria; Monday to Friday from 9:00 am to 4:00 pm. **Email:** procurement@ecowas.int **with copy to;** ikkamara@ecowas.int; sbangoura@ecowas.int; shadrach@ecowas.int; iakpa@ecowas.int; & folayiwola@ecowas.int.

8. Bids (1 Original + 3 Copies) shall be delivered in a sealed envelope and deposited in the **ECOWAS Tender Box** located in the Directorate of Administration and General Services, Procurement Division, 2nd Floor, ECOWAS Commission Headquarters, 51, Abubakar O. Suleiman Avenue, Institutions & Research Cadastral Zone, Piwoyi, Airport Road, PMB 401, Abuja. FCT, Nigeria.

9. **Bids should be clearly MARKED "SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF FURNITURE, FIXTURES, EQUIPMENT AND RELATED ACCESSORIES AT THE ECOWAS LOGISTICS DEPOT (ELD), LUNGI, SIERRA LEONE," "Do Not Open, Except in the Presence of the Opening Committee." The envelope SHALL also indicate the bidder's name as well as the Lot No(s) bidded for.**

10. Bids SHALL be deposited in the ECOWAS Tender Box located at **General Administration, Procurement Division Office, 2nd Floor, No 51, Abubakar O. Suleiman Avenue, Institutions & Research Cadastral Zone, Piwoyi, Airport Road, PMB 401, Abuja. FCT, Nigeria on or before January 6th, 2027 at 11 .00 am (Nigeria Time, GMT + 1)**.

11. Bids SHALL be valid for a period of **120 days** after Bid Opening and must be accompanied by a **Bid Security (ORIGINAL Bank Guarantee) as follows:**
    - **Lot 1:** USD 3,000 (Three Thousand United States Dollars) or its equivalent in an ECOWAS Member State currency;
    - **Lot 2:** USD 3,000 (Three Thousand United States Dollars) or its equivalent in an ECOWAS Member State currency.

    This Bid Security shall remain valid for 150 days after the bid opening date.

12. Bids will be opened same day in the presence of bidders/representatives who choose to attend, on **6th January, 2027 at 12.00 pm (GMT +1), ECOWAS Commission Headquarters, 51, Abubakar O. Suleiman Avenue, Institutions & Research Cadastral Zone, Piwoyi, Airport Road, PMB 401, Abuja. FCT, Nigeria.**

13. This invitation for Bids can be also consulted on the ECOWAS Official website: https://ecowas.int/procurement/

Commissioner for Internal Services