



REPUBLIC OF LIBERIA
MINISTRY OF COMMERCE & INDUSTRY
LIBERIA INVESTMENT, FINANCE AND TRADE PROJECT (LIFT-P)
INSURANCE BUILDING, 5TH STREET-SINKOR, OPPOSITE CONEX GAS STATION
MONROVIA, LIBERIA
P.O. Box 9041, 1000 Monrovia, 10 Liberia
www.moci.gov.lr

REQUEST FOR PROPOSALS (RFPs)

September 12, 2025

No.	Assignment Title	Duration
1.	Request for Proposals (RFPs) for Development of an Online Business Registration System for the Liberia Business Registry (RE. NO.: LR-MOCI-445527-GO-RFP)	2 years

Background

The **Government of the Republic of Liberia** (hereinafter called “Borrower”) has been allocated grant and loan funds (the “Financing”) from The *World Bank* which are administered by the International Development Association (IDA) (the “Bank”) and executed by the **Ministry of Commerce and Industry** (“the Client”). The Client now intends to apply part of the proceeds towards the contract for **Development of an Online Business Registration System for the Liberia Business Registry**. For this contract, the Borrower shall process the payments using the Direct Payment disbursement method, as defined in the World Bank’s Disbursement Guidelines for Investment Project Financing.

The **Ministry of Commerce and Industry** now invites sealed Proposals from eligible Proposers for **Development of an Online Business Registration System for the Liberia**

The procurement process will be conducted through international competitive procurement using Request for Proposals (RFP) as specified in the World Bank’s “Procurement Regulations for IPF Borrowers” **July 2016 revised November 2017, August 2018, November 2020, September 2023, February 2025 and September 2025** (“Procurement Regulations”), and is open to all eligible Proposers as defined in the Procurement Regulations.

Interested eligible Proposers may obtain further information and inspect the request for proposals document at the office reference below during office hours from 0900 to 1700 Mondays to Fridays.

The RFP document including detailed Terms of Reference in “**English**” may be purchased by interested eligible Proposers 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\$150.00). The method of payment will be direct payment to the project Account Title: **Liberia Investment, Finance and Trade Project**; Account No.: **6101905782** at **ECOBANK Liberia** and indicate “**Payment for LBR OBR SYSTEM RFP Document**”. The Request for Proposal document will be sent by email to the official email address indicated in the firm’s Letter of interest that must accompany the payment details.

A pre-proposal conference will be held for interested proposers as follows:

Date: Friday September 26, 2025

Time: 1100 Hours GMT (11:00 Local Time)

Venue: LIFT PIU Conference Room, 2nd Floor, Insurance Plaza,
5th Street, Sinkor, Monrovia Liberia

Proposals must be delivered to the address below on or before **Friday October 10, 2025, at 1100 Hours GMT (11:00 local time)**. Electronic procurement **will not** be permitted. Late Proposals will be rejected. The outer Proposal envelopes marked “**LBR OBRS RE. NO.: LR-MOCI-445527-GO-RFP**” and the inner envelopes marked “**TECHNICAL PROPOSAL**” will be publicly opened in the presence of the Proposers’ designated representatives and anyone who chooses to attend, at the address below on **Friday October 10, 2025, at 1100 Hours GMT (11:00 local time)**. All envelopes marked “**FINANCIAL PROPOSAL**” shall remain unopened and will be held in safe custody of the Purchaser until the second public Proposals opening.

All Proposals must be accompanied by a “**Proposal Security**” of **Sixty Thousand United States Dollars (US\$60,000.00)**

Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful Proposer’s beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the request for proposal document.

The address (es) referred to above are:

For Inspection of Proposal Document:

The address (es) referred to above is (are):

Ministry of Commerce and Industry
Liberia Investment, Finance and Trade Project (LIFT-P)

Attention: Julius Y. Saye Keh-nel.

Acting Project Coordinator

2nd Floor, Insurance Plaza,

5th Street Sinkor, Monrovia Liberia

Cell: 0777-777-201-863/ 0776-654-713

Email: jsayekehnel-lift@moci.gov.lr / jsayekehnel@gmail.com

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