

**REPUBLIC OF LIBERIA
CIVIL SERVICE AGENCY
E.J.S. MINISTERIAL COMPLEX, CONGO
TOWN, MONROVIA, LIBERIA**



IFB NO.CSA/RFQ/001/2022

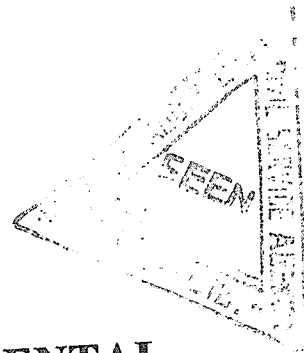
**FRAMEWORK AGREEMENT FOR THE
PROCUREMENT OF VEHICLE RENTAL SERVICE**

BETWEEN

CIVIL SERVICE AGENCY

&

EXCELLENT CAR RENTAL



JULY 2022

REPUBLIC OF LIBERIA)

MONTERRADO COUNTY)

THIS FRAMEWORK AGREEMENT is made and entered into this 22nd day of July A.D. 2022 BY AND BETWEEN the Government of the Republic of Liberia, through the Civil Service Agency, E.J.S. Ministerial Complex, Congo Town, Monrovia, Liberia (hereinafter known and referred to as the **Purchaser**), AND

EXCELLENT CAR RENTAL, Fiamah Weasay, 21st Street, Sinkor, Monrovia, Liberia, a duly authorized **Vehicle Rental** service provider operating under the laws of the Republic of Liberia (hereinafter known and referred to as the **Supplier**).

WHEREAS, the Purchaser invited bids for certain Goods and Services, viz. Supply and Delivery of **Vehicle Rental** service under a Framework Agreement for the period of FY2022 and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of **Five Thousand Hundred United States Dollars (US\$5,000.00)** (hereinafter called "the Framework Agreement Price).

NOW THIS FRAMEWORK AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Framework Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Framework Agreement referred to.
2. The following documents shall constitute the Framework Agreement between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Framework Agreement:
 - a) The Letter of Acceptance
 - b) The Technical Specifications
 - c) The Supplier's Bid and Original Price Schedules
3. In consideration of the payments to be made by the Purchaser to the Supplier as specified in this Framework Agreement, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Framework Agreement.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Framework Agreement Price or such other sum as may become payable under the provision of the Framework Agreement at the times and in the manner prescribed by the Framework Agreement.
5. Under this Framework Agreement the quantities of Supplies specified in the Statement of Requirements are estimated quantities only and are not purchased by this Framework Agreement. If the Purchase Order under this Framework Agreement do not result in total orders of the quantities described as estimates, that fact shall not constitute the basis for an equitable adjustment.
6. The Purchaser shall order from the Provider all the Supplies specified in the Framework Agreement that are required to be purchased by the Civil Service Agency during the period stated in the Schedule of Requirements.
7. The Purchaser guarantees to order at least the value of Supplies specified as the minimum value in the Statement of Requirements.
8. Any Supplies to be provided under this Framework Agreement shall be **ordered by the issue of call-off orders using the Civil Service Agency Purchase Order Form**, which shall be issued by the Purchaser as per the allotments for such goods and services from MFDP.
9. The **authorized signatory for Purchase Order** shall be the Director General, Controller, and Head of Procurement Unit.
10. Purchase Orders may be issued at any time during the period of **FY2022** from the date of the Framework Agreement indicated above. Any Purchase Orders issued, but not completed, during this period, shall be governed by the Framework Agreement in the same way as if it had been completed during that period.

IN WITNESS whereof the parties hereto have caused this Framework Agreement to be executed in accordance with the laws of the Republic of Liberia on the day, month and year indicated above.

FOR AND ON BEHALF OF THE PURCHASER

Name: James A. Thompson


Title: Director General

Signature: 

WITNESS

Name: Fetteh R. Pauley

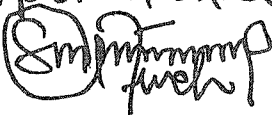
Title: DDG - IT

Signature: Pauley 

FOR AND ON BEHALF OF THE SUPPLIER

Name: Shadow J. Twch

Title: Operational Manager

Signature: 

WITNESS

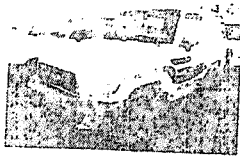
Name: J. Bornor Jallah

Title: Chief Executive Officer

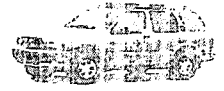
Signature: J. Bornor Jallah



EXCELLENT CAR RENTAL SERVICE INC.



Fiamah Weasay
21th Street, Sinkor.
Monrovia Liberia
Cell#: 0778360964/0777568723
Email: excellentcar2021@gmail.com



Invoice/Quotation/Receipt:

Invoice #: 1002021

To: Civil Service Agency

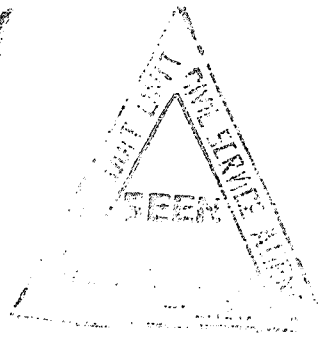
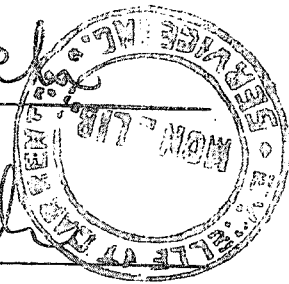
Date: June 18, 2022

No.	Description	Daily Rate	Amount
1	Vehicle Rental for 20days to Bomi County.	&40.00USD	\$800.00
1	Vehicle Rental for 20days to Bong County.	\$50.00USD	\$1000.00
1	Vehicle Rental for 20days to G.Bassa County.	\$40.00USD	\$800.00
1	Vehicle Rental for 20days to Zwedru.	\$120.00USD	\$2,400.00
	Total:		\$5000.00USD

Amount in words: Five Thousand United States Dollar

Signed By: Selina S. Twala
Finance Officer

Approved by: J. Bomor Jallala
General Manager



LIBERIA BUSINESS REGISTRY



Ministry of Commerce and Industry
National Business Registry
P.O. Box 10000, Monrovia, Liberia
Tel: (00) 20 22 22 22

Dear Sir/Madam,

Reference is made to your letter of the 15th day of January, 2010.

In response to your letter, please find enclosed the information requested.

Very truly yours,
Director, National Business Registry

Enclosure: 1 - Certificate of Incorporation
2 - Certificate of Registration of the Business Name
3 - Certificate of Tax Identification Number

Very truly yours,
Director, National Business Registry

Enclosure: 1 - Certificate of Incorporation
2 - Certificate of Registration of the Business Name
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TAX CLEARANCE CERTIFICATE

SMALL TAX DIVISION



TCC NO#: 0116300254496

Taxpayer Name: EXCELLENT CAR RENTAL SERVICE INCORPORATED

Taxpayer Identification Number: 501263660

Business Activities: Logistics

Taxpayer Address: MONTERRADO, WEASAY COMMUNITY, SINKOR

Taxpayer Email: shadowjtweh@gmail.com

Taxpayer Business Telephone No#: _____

Taxpayer Approved Representative: Shadow J. Tweh

Representative Telephone No#: 0778360964

Business Category: ENTERPRISE

THIS IS TO CERTIFY FROM INFORMATION AVAILABLE TO THE DOMESTIC TAX DEPARTMENT THAT THE ABOVE MENTIONED TAXPAYER HAS QUALIFIED TO OBTAIN THIS TAX CLEARANCE AND IS HEREBY ISSUED THIS TAX CLEARANCE CERTIFICATE FOR THE PERIOD INDICATED BELOW:

90 days

TAX PERIOD

FOR GENERAL USE

PURPOSE

GIVEN UNDER OUR HAND AND SEAL THIS

2022-04-22

EXPIRES ON

2022-07-20

SIGNATURE: _____

H. BASHELU KROMAH, I
MANAGER, SMALL TAX DIVISION

SIGNATURE: _____

DARLINGTON Y. TALERY

EXCELLENT CAR RENTAL SERVICE INC.

Fiamah Weasay
21th Street, Sinkor,
Monrovia Liberia

Cell#: 0778360964/0777568723

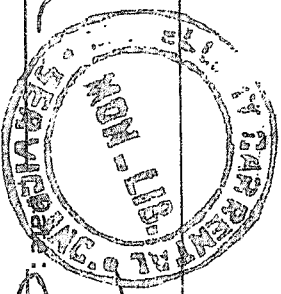
Email: excellentcar2021@gmail.com

Vendors List

Client Names	Email addresses:	Cell #s:
Social Entrepreneurs for Sustainable Development	Sesdev2009@gmail.com	0775648431/0886780610
Rice & Rights Foundation	twelmelvin@gmail.com	0886527071
Sustainable Development Institute	alibotoroblogba@gmail.com	0777403308/0886403308

Signed by:

J. Bonner Tallah



June 18, 2022

Public Procurement and Concessions Commission
Capitol Hill, Monrovia

Vendors Registration Form (VRF) Receipt

This acknowledges receipt of the completed Vendors Registration Form (VRF) from

Excellent Co. Rental Service Incorporated

Submitted by

Name of Entity

Nelson T. T. T.

Name of Person Submitting Completed Form

078360964

Phone # of Person Submitting Completed Form

shabowah@yahoo.com

Email Address of Person Submitting Completed Form

Checklist of Items Submitted

- ☒ Completed VRF Form
- ☒ Articles of Incorporation or Partnership Agreement (not applicable to sole proprietorship)
- ☒ Business Registration Certificate
- ☐ Central Bank of Liberia Clearance (insurance companies & brokers, only)
- ☐ Copies of Professional Certification (consulting services, only)
- ☐ Liberia Business Association (LIBA) Membership Certificate (Liberian-owned businesses, only)
- ☐ LMDC Certificate (hospitals & clinics, only)
- ☐ LMHPRA Certificate (drug stores & pharmacies, only)
- ☐ Manufacturer's Authorization (auto & specialized equipment dealers, only)
- ☐ Ministry of Justice Certificate (security firms, only)
- ☐ MOH Certificate (restaurants & health NGOs, only)
- ☐ MPW Construction Contractor Certificate (construction, supervision, & architecture firms, only)
- ☐ Proof of Bank Account Signatory Authority (Liberian-owned businesses, only)
- ☐ Proof of Membership in a Professional Organization
- ☐ Proof of Owner's Citizenship (Must be a government-issued identification, eg. Passport)
- ☒ Recent Financial Statement (for the last year of operation)
- ☒ Signed Company Representative Authorization by the Board/Members/Owners/Partners
- ☒ Signed Contract or certificates of completion for goods/works/services provided to clients per Part 6.
- ☐ Social Security Clearance
- ☒ Tax Clearance
- ☐ Vehicle Registration & Insurance Certificates (car rental companies, only)
- ☐ Warranty/After Sales (auto & specialized equipment dealers, only)

Received by

Orville Nyah Jr.

Name

Off M. G.

Signature

PPCC

Place

08/08/15

Validity