

# STANDARD BIDDING DOCUMENTS



**GUYANA POWER AND LIGHT INC**

## **Procurement of Goods**

**IFB # GPL- PD – 029 - 2023**

**Supply of Stationery and Consumables**

**July 2023**

**Closing Date: Tuesday August 08, 2023 @ 14:00 hrs. or 2:00pm**

**Bid Opening: Tuesday August 08, 2023 @ 14:30 hrs. or 2:30pm**

# **Invitation for Bids (IFB)**

## **Cooperative Republic of Guyana**

**IFB# GPL-PD-029-2023**

- 1.** The Guyana Power and Light Incorporated (GPL) invites sealed bids from eligible bidders for the **Supply of Stationery and Consumables**.

A bid Security of 2 % of the tendered sum **must** be submitted along with the bid.

Bids shall be valid for 90 days after the date of bid opening.

**Bids must be submitted via email to our electronic tender box: [gpltenderbox@gplinc.com](mailto:gpltenderbox@gplinc.com)**

- Bids must be submitted with a valid **National Insurance (NIS) & Guyana Revenue Authority Compliance Certificate - (Only Applicable to Local Suppliers)**
- Bidders must bid for all items as listed in the Schedule of Requirements.
- The procuring entity reserves the right to issue one, multiple or all items in a lot to one bidder or multiple bidders.

Deadline for submission of bids is 14:00 hrs. (2:00 p.m.) on **August 08, 2023**.

Bid opening is scheduled for 14:30 hrs (2:30 pm) on **August 08, 2023** at GPL's Board Room 91 Duke Street, Kingston, Georgetown, Guyana via Zoom Call in the presence of Bidders/ Representatives who may choose to participate.

**IMPORTANT:** Bidders downloading the bid document must forward a registration E-mail to [kgeorge@gplinc.com](mailto:kgeorge@gplinc.com) [psooklall@gplinc.com](mailto:psooklall@gplinc.com) and [proc\\_mng\\_sect@gplinc.com](mailto:proc_mng_sect@gplinc.com) stating the following: Name of Bidder, Address, Contact No. and Email address.

Only Registered Bidders will be sent an electronic copy of the tender document. The email used for the registration of the interested participant or company must be the same for the Bid Submission or any other recommended email at time of Bidder Registration.

All queries must be submitted only to [tenderqueries@gplinc.com](mailto:tenderqueries@gplinc.com) referencing name and bid document number.

The above information will be used to inform bidders of any amendments to the bidding document and also to forward all responses to queries.

GPL reserves the right to reject any or all bids.