



MINUTES OF THE PRE-BID MEETING HELD ON 15 OCTOBER 2026

Title	Data Centers Upgrade (Main and DR)
IFB Number	CBL/G/PS/2026/01
Client:	Central Bank of Liberia (CBL)
Financing:	African Development Bank (AfDB)
Date	Thursday, 15 October 2026
Time	11 am Monrovia Time
Format	Virtual (Microsoft Teams)

1.0 ATTENDANCE

CENTRAL BANK OF LIBERIA	BIDDERS
Miatta O. Kuteh – Project Coordinator Sylvia J. Freeman – Project Manager Charles C. Dennis – Director, MISTD Ahmed Elayyan – Technical Financial Specialist Marcus N. Davis – Deputy Director, PSD Diamond D. Sulonteh – Project Accountant J. Antoine Dayrell – Project Procurement Specialist	Bidder A Representative Bidder B Representative Bidder C Representative Bidder D Representative Bidder E Representative Bidder F Representative Bidder G Representative

2.0 PROCEEDINGS

No.	AGENDA ITEM	SUMMARY OF PROCEEDINGS
1.	CALL TO ORDER AND AGENDA	The meeting started at 11:05 after a five-minute wait to have more people join. On a motion by Mr. Charles C. Dennis, the meeting was called to order and the agenda was taken as circulated, without objection. In place of verbal introductions, bidders recorded their names and companies in the chat.
2.	WELCOME REMARKS	Ms. Miatta O. Kuteh welcomed participants. She explained that the Bank is upgrading its IT infrastructure, including the Data Centres, for backup and high availability, and invited bidders to ask questions, noting that technical experts were on the call.
3.	PURPOSE AND GROUND RULES	Mr. J. Antoine Dayrell explained that the meeting gives bidders a chance to raise points not yet answered or to seek further clarity on Clarifications Nos. 1 and 2.

		Ground rules: speakers are recognised in the order hands are raised; questions already answered should not be repeated; statements made at the meeting are not official until confirmed in these written minutes.
4.	OVERVIEW OF THE PROCUREMENT	The procurement is financed by the African Development Bank and implemented by the Central Bank of Liberia. It is open to eligible international and local bidders on equal terms. It is a single lot with three thematic areas (BDS ITB 1.1; lot-wise bidding not applicable under ITB 14.6).
5.	SCOPE OF REQUIREMENTS	Mr. Ahmed Elayyan summarised the three thematic lots: Lot 1 – new data-centre switches, security appliances and passive components; Lot 2 – renovation of server rooms at the Headquarters and DR buildings, including repartitioning, construction works, UPS and cooling systems; Lot 3 – WAN connectivity between CBL locations and commercial banks. Mr. Charles Dennis stated that all hardware supplied will be verified for authenticity, including serial and model numbers, manufacturing date and end-of-life support, and must be genuine OEM equipment, because the facilities support national critical infrastructure.
6.	ELIGIBILITY, JOINT VENTURES AND SUBCONTRACTING	Bidders should read ITB 4 and ITB 37. A JV, consortium or association is treated as a JV. A JV may have at most two members, each with at least 25% of the contract value. JV members are evaluated on the same basis as the lead member, and the JV agreement must state the arrangement clearly. The bidding document does not provide for subcontractor qualifications to be counted. Firms needing another firm's experience may form a JV (Clarification No. 2).
7.	QUALIFICATION AND EVALUATION CRITERIA	Bidders were referred to Section III and BDS ITB 35.2(f) and advised to prepare their Bids in line with them.
8.	PREPARING AND SUBMITTING THE BID	Bidders were referred to ITB 10–23 and the forms in Section IV. Main points: Bid Security of USD 18,000 (bank guarantee); Bid validity of 120 days; all documents in English or with an English translation; Manufacturer's Authorization (ITB 17.2). Submission: By hand to CBL, 7th Floor, General Support Services Department, Lynch & Center Streets, Monrovia, or electronically to PSupgradeprocurement@cbl.org.lr, with a passcode, by 12:00 noon on 28 October 2026. The email time stamp is used. A Bid stamped 12:01 is late and will be rejected.

9.	REVIEW OF CLARIFICATIONS NOS. 1 AND 2	At the suggestion of Mr. Marcus N. Davis, the clarifications were reviewed item by item.
----	--	--

3.0 QUESTIONS AND ANSWERS

All questions raised at the meeting are answered below in the form of clarification. No other questions were raised, and each bidder who spoke at the close confirmed that it had no further questions.

NO.	QUESTION	RESPONSE	REFERENCE																
1	Payment of the USD 100 bid document fee could not be completed using the account details shared. What are the correct details?	The account details given in Clarification No. 1 have been verified and are confirmed to be correct. However, bidders are encouraged to use the Account Number: 021084717 direct without the extension of the LIBER which is also acceptable for the purpose of the transfer. We are attaching the bank details here again: <table><tr><th>ITEM</th><th>DETAILS</th></tr><tr><td>Correspondent Bank</td><td>Federal Reserve Bank of New York, 33 Liberty Street, New York, N.Y. 10045-0001</td></tr><tr><td>Correspondent Bank SWIFT Code</td><td>FRNYUS33</td></tr><tr><td>ABA Routing No.</td><td>15021084717</td></tr><tr><td>Beneficiary Bank</td><td>Central Bank of Liberia</td></tr><tr><td>Beneficiary Bank SWIFT Code</td><td>CBLRLRLM</td></tr><tr><td>Beneficiary Account No.</td><td>021084717 LIBER</td></tr><tr><td>Payment Reference</td><td>IFB No. CBL/G/PS/2026/01 – [Bidder's name]</td></tr></table>	ITEM	DETAILS	Correspondent Bank	Federal Reserve Bank of New York, 33 Liberty Street, New York, N.Y. 10045-0001	Correspondent Bank SWIFT Code	FRNYUS33	ABA Routing No.	15021084717	Beneficiary Bank	Central Bank of Liberia	Beneficiary Bank SWIFT Code	CBLRLRLM	Beneficiary Account No.	021084717 LIBER	Payment Reference	IFB No. CBL/G/PS/2026/01 – [Bidder's name]	SPN paras 5, 9; Clarification No. 1
ITEM	DETAILS																		
Correspondent Bank	Federal Reserve Bank of New York, 33 Liberty Street, New York, N.Y. 10045-0001																		
Correspondent Bank SWIFT Code	FRNYUS33																		
ABA Routing No.	15021084717																		
Beneficiary Bank	Central Bank of Liberia																		
Beneficiary Bank SWIFT Code	CBLRLRLM																		
Beneficiary Account No.	021084717 LIBER																		
Payment Reference	IFB No. CBL/G/PS/2026/01 – [Bidder's name]																		
2	After payment is made, can the bidding document be shared, and within what timeline?	Yes. After payment, send the payment receipt with a written request for the bidding document to mokuteh@cbl.org.lr, CC: jadayrell@cbl.org.lr. The document is emailed promptly on receipt, in English. Only Bids from bidders who have purchased the bidding document will be accepted.	SPN paras 5, 9																
3	For a Bid submitted by	Not necessarily. A bidder submitting electronically may place all Bid documents, including the Bid	ITB 19.1; BDS ITB 19.1, 22.1																

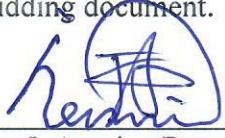
JAD

	email, must the original Bid Security also be delivered physically?	Security, in the passcode-protected electronic file. The passcode is released at the bid opening. Electronic submission is allowed so that bidders abroad are treated equally with those who can deliver by hand.	
4	Within what time will the minutes of this meeting and responses to queries be sent, given the 28 October deadline?	The Purchaser has answered every inquiry received so far within two to three days. These minutes will be sent to all bidders by the same channels used for the clarifications, within a maximum of three days of this meeting. The submission deadline remains 28 October 2026.	ITB 7, 8
5	May a bidder bid for only one of the three lots, or must it bid for all three?	All three. The procurement is a single lot. Lots 1, 2 and 3 are thematic areas only, and lot-wise bidding is not applicable. Bidders must quote 100% of the requirements of Lots 1, 2 and 3 in one Bid. Lot-wise evaluation and lot-wise award do not apply.	BDS ITB 1.1, 14.6; Clarification No. 2, item 10

4.0 CLOSING

Ms. Sylvia J. Freeman thanked participants and assured them that the Purchaser will continue to provide clarity on any query. Mr. Dayrell reminded bidders that only Bids from bidders who have purchased the bidding document will be accepted, and that the bid submission deadline is unchanged. The meeting adjourned at approximately 12:10.

Status of these minutes: The bidding document, as amended by written clarifications and addenda, prevails over these minutes in the event of any inconsistency. Bidders should continue to rely on the bidding document.

Prepared by 
J. Antoine Dayrell
Project Procurement Specialist

Cleared by 
Miatta O. Kuteh
Project Coordinator

Date of record: 19 October 2026