

FEDERAL MINISTRY OF LABOUR AND EMPLOYMENT  
FEDERAL SECRETARIAT, PHASE I, SHEHU SHAGARI WAY, ABUJA, NIGERIA.  
PROCUREMENT DEPARTMENT  
GENERAL PROCUREMENT NOTICE (GPN)

INTRODUCTION:

Federal Ministry of Labour and Employment intends to carry out procurement of Goods, Works and Services under its 2021 Capital Budget.

PROJECT DESCRIPTION:

The Ministry will procure the following:

- Goods
- Civil works
- Consultancy services

ELIGIBILITY REQUIREMENTS

The bids will be evaluated based on responsiveness to requirements, which include but not limited to:

A. MANDATORY REQUIREMENTS

- i. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) with forms CAC2 and CAC7;
- ii. Evidence of Company's Income Tax Clearance Certificate for the last three (3) Years valid till 31stDecember, 2021(2018, 2019 & 2020);
- iii. Evidence of Pension Clearance Certificate valid till 31stDecember, 2021;
- iv. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31stDecember, 2021;
- v. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31stDecember, 2021;
- vi. Evidence of Registration in the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report expiring in 31st December, 2021 or valid certificate issued by BPP;
- vii. A Sworn Affidavit disclosing that:
  - a. No officer of the relevant committees of the Federal Ministry of Labour and Employment or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder;
  - b. All information presented in its bid is the truth and correct in all particulars;
  - c. The bidder is not in receivership or a subject of insolvency bankruptcy/winding-up proceeding.

SELECTION PROCEDURES

Procurement of contracts financed by the Federal Government Appropriation will be conducted through the procedures as specified in the Public Procurement Act (PPA) 2007, and is open to all eligible bidders as defined in the Act.

SPECIFIC PROCUREMENT NOTICE (SPN)

For National Competitive Bidding (NCB) procedures for contracts and consultancy services, a Specific Procurement Notice will be announced, as they become available in two Nigerian Daily Newspapers and the Federal Tenders Journal.

While for International Competitive Bidding (ICB) procedures for contracts and consultancy services, a Specific Procurement Notice will be announced, as they become available in two Nigerian Daily Newspapers, the Federal Tenders Journal and an internationally recognized Journal.

Procurement Activities with Minor values will be placed on the Ministry's Notice Boards.

Interested eligible bidders who wish to participate should look out for the Specific Procurement Notice (Advertisement) for invitations to prequalify/bid under NCB or ICB or REOI procedures, while other Minor Procurement Adverts will be placed on the Ministry's Notice Board.

The Ministry reserves the right to annul the planned procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

Signed:

Permanent Secretary

Ministry of Labour and Employment