

FEDERAL MINISTRY OF SPECIAL DUTIES AND INTER-GOVERNMENTAL AFFAIRS
 FEDERAL SECRETARIAT COMPLEX SHEHU SHAGARI WAY, CBD, ABUJA
 INVITATION FOR PREQUALIFICATION AND TENDERING FOR THE PROCUREMENT OF WORKS,
 GOODS, AND EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES UNDER THE 2021
 CAPITAL PROJECTS

1.0 INTRODUCTION

The Federal Ministry of Special Duties and Inter-Governmental Affairs (FMSDIGA, in furtherance of its statutory mandate, intends to implement various Works, Goods, and Services of its Capital Projects, in line with the proposed budget for the financial year 2021 and in accordance with the Procurement Act, 2007.

The Ministry, therefore, invites interested Contractors, Suppliers, Consultants and Service Providers with requisite expertise and experience to submit Pre-qualification/ Expression of Interest Documents and/or Technical/ Financial proposals, where applicable, for the projects of choice for the Procurement of works, goods and services to be provided in the respective states of the Federation.

2.0 The projects descriptions are listed below:

2.1 EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES (2 WEEKS)

CATEGORY A: CONSULTANCY FOR TRAINING AND EMPOWERMENT PROJECTS (2 WEEKS)

S/NO	LOT NO.	DESCRIPTION	LOCATION
1	A1	Capacity building and empowerment of youths in agricultural value chains in Nsukka/Igbo -Eze South Federal Constituency, Enugu State.	Enugu State
2	A2	Training and empowerment on ICT for youths in Ile-Oluji, Ondo South Senatorial District, Ondo State.	Ondo State
3	A3	Training and empowerment on ICT for youths in Okitipupa, Ondo South Senatorial District, Ondo State.	Ondo State
4	A4	Stakeholders' forum and capacity building across the geo-political zones on the implementation of ZI/CPs	Geo-Political Zones
5	A5	Collaboration with Stakeholders on Capacity Building for Strengthening of the Implementation of SDGs at the Grass Root in Nigeria	
6	A6	Security and Safety Training In 774 Local Government Area/Councils.	

2.2 REQUEST FOR TECHNICAL AND FINANCIAL BIDS (CIVIL & BUILDING WORKS) 6 WEEKS

CATEGORY B:

7	B1	Construction of Chief S.N. Ugwu/ Ugwunwani Road Network in Enugu East LGA, Enugu State	Enugu State
8	B2	Completion and equipping of tele-medical and multi-purpose conference centre at Federal Medical Centre, Abeokuta, Ogun State.	Ogun State
9	B3	Flood/Erosion control works and construction of 2.86km Road pavement at Nko in ObotAkara LGA, Akwa Ibom State.	Akwa Ibom State.
10	B4	Flood/Erosion control works and construction of 2.86km Road pavement at Nko Ekpe - Atanlbong in ObotAkara LGA, Akwa Ibom State.	Akwa Ibom State.
11	B6	Repairs and rehabilitation of selected schools and office blocks in Nsukka/Igbo -Eze South Federal Constituency, Enugu State.	Enugu State
12	B7	Procurement, installation and Web Hosting of M&E Application/Software component of project Management information system for the production of key performance Indicators	

CATEGORY C: PROCUREMENT OF WATERWORKS PROJECTS (6 WEEKS)

13	C1	Development and installation of solar powered boreholes (Motorized) in 11 communities (2 Locations) within Nsukka/Igbo - Eze South Federal Constituency, Enugu State.	Enugu State
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CATEGORY D: ELECTRIFICATION PROJECTS (6WEEKS)

14	D1	Rural Electrification of selected communities in Igbo-Eze South LGA, Enugu State	Enugu State
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15	D2	Supply and installation of street lights in communities via Madakiya, Kafanchan – Zonkwa road, Kaduna State	Kaduna State
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2.3 REQUEST FOR TECHNICAL AND FINANCIAL BIDS (GOOD- EQUIPPING AND SUPPLY PROJECTS) 6WEEKS

CATEGORY E: PROCUREMENT OF VARIOUS GOODS

16	E1	Purchase of HD Video Camera & Still Camera and accessories.	HQ. Abuja
17	E2	Supply and distribution of assorted grains (rice) to selected constituencies of Mikang, Zaki, Kubau, Orumba North and Yenagoa.	Selected Constituencies (as in Tender document)
18	E3	Supply of all -in-one solar street lights Arsvan brand in 36 States	States (as in Tender document)
19	E4	Supply of TVS tricycles, N30m, Bajaj motorcycles, N50m, butterfly sewing machines with stand, N20m, in Illela/Gwadabawa Federal Constituency, Sokoto State.	Illela/Gwadabawa Federal Constituency, Sokoto State
20	E5	Supply of 100 agricultural irrigation pumps, 100 agricultural motorized sprayers in Kantsi, TukurKare, Yaburawa and Gidan Tuku, Kano State.	Illela/Gwadabawa Federal Constituency, Sokoto State
21	E6	Supply of empowerment materials in Ife Federal Constituency, Osun State.	Osun State
22	E7	Supply and distribution of assorted grains (rice) to selected constituencies for Ife/Ewekoro, Kobo/Gwarzo, Gwale and Babura Garki Federal Constituencies Abuja	Selected Constituencies (as in Tender document)
23	E8	Operationalization of Servicom & ACTU in FMSDIGA	Abuja

3.0 QUALIFICATION REQUIREMENTS:

Interested Competent Contractors and Service Providers who wish to participate in the exercise are required to submit their Company's profiles, including but not limited to the following documents and should also be arranged in the same order:

- (i) Evidence of Certificate of Incorporation with Corporate Affairs Commission (CAC), including Forms CAC1.1 or CAC2 and CAC7. Business Name is also acceptable for Services;
- (ii) Evidence of Company's Income (or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) Tax Clearance Certificates for the last three (3) years (2018, 2019, 2020), valid till 31st December 2021;
- (iii) Evidence of current Pension Clearance Certificate, valid till 31st December 2021;
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate, valid till 31st December 2021;
- (v) Evidence of current Nigerian Social Insurance Trust Fund (NSITF) Clearance Certificate, valid till 31st December 2021;
- (vi) Evidence of registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December 2021 or valid Certificate issued by the BPP.
- (vii) Sworn Affidavit:
 - Disclosing whether or not any officer of the relevant committees of the Federal Ministry of Special Duties and Inter-Governmental Affairs or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
 - That the Company is capable of carrying out the services in the region of the Federation;
 - That neither the Company nor any of its Directors is Bankrupt or in receivership and
 - That none of the Directors has been convicted in any Court of Law on any criminal offence.
- (viii) Company's Profile, with Curriculum Vitae of Key Staff to be deployed for the project, including copies of their academic/Professional qualifications (COREN, QSRBN, ARCON, SURCON, CORBON, etc.);
- (ix) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five years, including letters of awards, valuation certificates, job completion certificates and photographs of the projects;
- (x) Company's Audited Accounts for the last three years (2018, 2019, 2020);

- (xi) Reference letter from a reputable Commercial Bank, indicating the willingness to provide credit facility for the execution of the projects when needed;
- (xii) Works: List of Plants/Equipment, with proof of ownership/lease;
- (xiii) All Bidders interested in Consultancy Services must submit verifiable evidence of Registration with Appropriate Regulatory Body, such as COREN, ARCON, QSRBN, CORBON, SURCON, etc; along with current Practicing Licence; Evidence of registration with the National Electricity Management Services Agency (NEMSA) Certificate for electrical installation Contractors.
- (xv) For supply of Equipment: Letter of Authorisation from Original Equipment Manufacturers (OEMs);
- (xvi) For Training: Letter of Accreditation issued by Centre for Management Development (CMD) or equivalent;
- (xvii) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (Compliance with the requirements of CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);
- (xviii) Bidders are required to provide a verifiable statement on the Local Content of the Goods, works or services to be provided; and
- (xix) All Documents for submission must be transmitted with a Covering/forwarding letter on the Company's/Firm's Letter-headed paper duly signed by an authorized officer of the Firm/Company. The letter-headed paper should bear amongst others, the Registration No (RC), as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone No (preferably GSM No), and e-mail address. The letter-headed paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page.

4.0 METHOD OF APPLICATION

(4.1) Due to the imminent threat to lives posed by the COVID-19 pandemic and to ramp up the Nation's capacity to address this crisis, the Ministry has staggered the obtaining, submission, and opening of bid documents to various locations/Halls of the ministry at phase 11, Federal Secretariat, Abuja.

(4.2) Contracts and suppliers who are interested in obtaining bid documents should obtain their bid documents as follows:

(i) Lots B, C, D, E (i.e. Works and Goods) are required to obtain Tender Documents from Room 111/109, (Assistant Director Procurement Office) First Floor, Federal Secretariat, Phase 11, Central Business District, Abuja.

(4.2) All interested contractors and suppliers are to pay a non-refundable fee of Ten Thousand Naira (N10,000.00) only, per Lot, but not more than two (2) per company in the Ministry's TSA account, in any Commercial Bank before obtaining Tender Documents in any of the lots.

(4.3) Consultants and Service providers who are interested in bidding for Lots A are to submit profiles, containing the necessary requirements, only in the office mentioned in 4.2 (i,) above.

5.0 SUBMISSION OF TENDER DOCUMENTS

(5.1) The Completed Expression of Interest (EOI) are to be submitted in two (2) hard copies, with the appropriate Project Title and Lot No at the top right hand corner; and addressed as follows:

(i) The Honourable Minister,
Federal Ministry of Special Duties and Inter-Governmental Affairs,
Sec. Complex, Phase 1, Shehu Shagari Way, Central Business District,
Abuja.

Attention:

Director Procurement

(5.2) The Completed Documents for Lots in Categories A are to be submitted in two (2) hard copies, sealed in envelopes, with the appropriate Project Title and Lot No at the top right-hand corner;

addressed and packaged as indicated above and submitted in the same location, not later than 12:00 noon 21 June 2021.

(5.3) The completed Technical and Financial tender documents are to be submitted in two (2) hard copies each, with a soft copy of the financial bid, packaged separately in sealed envelopes clearly marked as "Technical Bid" or "Financial Bid". The two sealed envelopes shall be put together in a bigger sealed envelope, with the appropriate Project Title and Lot No at the top right-hand corner; addressed as indicated above and submitted, not later than **12:00 noon on 19 July 2021** in the addresses as stated in 5.1 (i) above.

6.0 OPENING OF EOI AND TECHNICAL BIDS

(6.1) The Technical bids will be opened immediately after the deadline for submission at 12:00 noon on 19 July 2021 at the following venues.

(6.2) The Expression of Interest documents will be opened immediately after the deadline for submission at the SGF Conference room, ground Floor, Federal Secretariat Complex, Phase 1, Abuja, FCT, at 12:00 noon on 12:00 noon 21 June 2021.

(6.3) COVID-19 PROTOCOLS: NCDC Protocol for COVID-19 will be strictly adhered to during the collection and submission of bids as follows:

(a) BIDDERS are to observe and ensure compliance with NCDC protocol.

However, bid opening will be done in the presence of accredited observers and link will be sent to bidders for online attendance.

(b) All bidders MUST wear a FACE MASK throughout the collection and submission of Bid Documents

(c) SOCIAL DISTANCE MUST be observed throughout interaction with officers of FMSDIGA and other bidders; and

(d) All other COVID-19 Protocols like HAND WASHING /HAND SANITIZER, etc. are to be observed at all times.

7.0 ENQUIRES:

All enquiries should be directed to the Permanent Secretary.

ATTENTION: DIRECTOR PROCUREMENT

FEDERAL MINISTRY OF SPECIAL DUTIES AND INTER-GOVERNMENTAL AFFAIRS

FEDERAL SECRETARIAT COMPLEX SHEHU SHAGARI WAY,

CENTRAL BUSINESS DISTRICT, ABUJA.

NOTE:

(i) The Ministry may verify any or all the claims made by bidders and shall disqualify any company whose claims are found to be false, in addition to other sanctions that may be deemed necessary.

(ii) Bidders who have worked for the Ministry and have History of poor performance, abandonment or prolonged contract execution period need not apply;

(iii) This advertisement shall not entitle prequalified companies to make any claims whatsoever, and/or seek any indemnity from the Ministry;

(iv) All costs incurred in responding to this advert and prequalifying for the projects shall be borne solely by the Bidders;

(v) All Bidders are allowed to bid for only two (2) lots maximum;

(vi) All submission pages must be duly initialed by authorized staff of the Company;

(vii) Invitation to Tender: Only pre-qualified bidders at the technical evaluation stage will be contacted at a later date for financial bids opening, while financial bids of un-successful bidders may be returned un-opened;

(viii) Services: Only shortlisted bidders at EOI's evaluation will be contacted at a later date for collection of Request for Proposals; and

(ix) Non-Compliance to the instructions will lead to disqualification.

8.0 NOTE: This advertisement does not constitute an award of a contractor or a commitment by the Ministry to award a contract for which a tender was submitted. It shall also not entitle any bidder to make any claims whatsoever.

SIGNED:

PERMANENT SECRETARY