

# **CALL FOR EXPRESSION OF INTEREST Terms of Reference: Supply of Items for Groundnut Processing in Kano State**

ActionAid (AA) Nigeria is seeking the services of a vendor to supply livelihood items for groundnut processing to youth and women cooperatives in Kano State under Phase III project System and Structure Strengthening Approach against Radicalisation to Violent Extremism (SARVE III) in Kano State.

AA Nigeria is an affiliate of ActionAid International, which is a global alliance of organizations working towards achieving a world without poverty and injustice in which every person enjoys the right to a life with dignity. As a large and visible development organisation, we work in more than 40 countries in Africa, Asia, Europe, and America. Our expertise lies in community-led approaches to development and working through partnerships with the poor and other grassroots organisations

## **Programme Overview**

The livelihood empowerment programme strives to expand food security, provide Job, reduce vulnerability among youth and women and enhance resilience through vocational training, safe spaces and capacity strengthening. Importantly, this aims to build capacity of youth and women through provisions of seed grant for self-reliant and reduce vulnerability to violence extremism.

It is on this vein, towards supporting communities to build resilience against violent extremism, AAN is in partnership with other relevant stakeholders to tackle radicalisation to violent extremism in Nigeria but with a specific focus on Kaduna and Kano States, through System and Structure Strengthening Approach Against Radicalization to Violent Extremism (SARVE III) Project.

SARVE III is a 36-month project (January 2022 – December 2024) funded by Global Community Engagement and Resilience Fund (GCERF) to establish and consolidate existing structures and practices within the context of prevention and response framework in project communities, among youth and women groups to tackle violent extremism and foster peaceful co-existence.

SARVE III project aims to achieve the following outcomes:

- Outcome A: Decrease vulnerability of at-risk young men and women.
- Outcome B: Strengthen community systems and structures to address violent extremism.
- Outcome C: Improve enabling environment for preventing violent extremism.

1. **Scope of Work:** The selected vendor will be responsible for the supply of livelihood items in Kano state. These include purchase, supply, and transportation of the livelihood items to appropriate communities/cooperatives in Kano. The vendor is expected to give reports at each stage of the process. The items required for supply are underlisted below.

S/N	SKILL PACKAGE	NO OF EQUIPMENTS	NO OF CO-OPERATIVES	SPECIFICATION STATE
<b>GROUNDNUT OIL PROCESSING</b>				
1	Groundnut Shelter	1	14	Kano
2	Frayer	1	14	Kano

3	Oil processing machine with Electric Motor	1	14	Kano
4	Filter	1	14	Kano
5	1115 Diesel engine	1	14	Kano
6	Feeders (Tray)	1	14	Kano

2. **Technical Requirements:** Bidders should demonstrate their expertise and capacity to have undertaken similar procurement. This includes experienced personnel, and evidence of track record in delivering successful supply of items
3. **Compliance:** All the items to be supplied must be of quality in accordance with Standard Organisation of Nigeria (SoN), environmental guidelines, and safety standards. Bidders should possess the required licenses and certifications.
4. **Location and Timeline:** The items will be supplied to 6 communities/cooperatives in Kano within an agreed timeline.
5. **Payment:** The vendor shall be paid in line with negotiated amount. ActionAid is under Nigerian tax laws obliged to deduct 10% withholding tax on the payment and transmit same to the tax authorities in favour of the vendor.
6. **Evaluation Criteria:** Bids will be evaluated based on technical capabilities, relevant experience, financial stability, and proposed timeline. Only shortlisted bidders will be contacted for further discussions or site visits.
7. **Contract Duration:** The contract will be awarded for a fixed-term period. Details regarding contract duration, payment terms, and milestones will be provided to shortlisted bidders.
8. **Instructions for Submission:** Interested vendors are requested to submit their Expression of Interest and added documentation detailing necessary company registration, licenses, experience, and expertise. The EOI should include the following

information:

1. **Company Profile:** Provide a brief overview of your company, including its background, core competencies, and key activities in the supply of items or commodities.
2. **Technical Capacity:** Outline your reputation in procurement, logistics and financial strength and highlight relevant certifications, licenses, and any quality assurance processes implemented.
3. **Experience:** Describe your company's experience in executing similar exercise, emphasizing the quality delivery, timelines of supplies and locations successfully delivered. Include pictures or references from previous clients, if available.
4. **Financial Stability:** Provide an overview of your company's financial standing, demonstrating your ability to fulfil contractual obligations and tax certificates.

**Submission of EOI:** Expression of Interest should be submitted electronically and in PDF format to [Procurement.Nigeria@actionaid.org](mailto:Procurement.Nigeria@actionaid.org) not later than **30th September, 2023**.

Ensure the subject line of your email “**EOI: supply of livelihood Items for groundnut processing - Kano state [Your Company's Name]**” and submit hard copies at one of our partners' office **Dispute Resolution and Development Initiative (DRDI-DAG) Suite 8 2nd Floor, No 7 Zaria, Koki Aluminum Building, near FIRS Office, Gyadi-Gyadi, Kano**. Late submissions will not be considered.

## Downloads

EOI for Groundnut Processing  
DOC / 52.6 KB [Download](#)