

BRITISH COUNCIL

REQUEST FOR PROPOSAL (RFP) FOR QUARTERLY ROUTINE MAINTENANCE FOR THE BAGGAGE SCANNERS IN ALL OFFICES OF THE BRITISH COUNCIL IN NIGERIA

(1) Overview of the British Council

(1.1) The British Council is the UK's international organisation for cultural relations and educational opportunities. We create friendly knowledge and understanding between the people of the UK and other countries. We do this by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections and engendering trust.

(1.2) We work with over 100 countries across the world in the fields of arts and culture, English language, education and civil society. Each year we reach over 20 million people face-to-face and more than 500 million people online, via broadcasts and publications. Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body

(1.3) The British Council employs over 10,500 staff worldwide. It has its headquarters in the UK, with offices in London, Manchester, Belfast, Cardiff and Edinburgh. Further information can be viewed at www.britishcouncil.org.

(2) Introduction and Background to the Project / Programme

(2.1) The purpose and scope of this RFP and supporting documents is to explain in further detail the requirements of the British Council and the procurement process for submitting a tender proposal.

(3) Tender Conditions and Contractual Requirements

This section of the RFP sets out the British Council's contracting requirements, general policy requirements, and the general tender conditions relating to this procurement process ("Procurement Process").

(3.1) Contracting requirements

(3.1.1) The contracting authority is the British Council which includes any subsidiary companies and other organisations that control or are controlled by the British Council from time to time (see: <http://www.britishcouncil.org/organisation/structure/status>).

(3.1.2) The appointed supplier will be expected to deliver the goods and/or provide services at the British Council offices in Abuja and Port- Harcourt

**DEADLINE FOR SUBMISSION OF RFP RESPONSES BY POTENTIAL SUPPLIERS
(RESPONSE DEADLINE) 05 FEBRUARY 2024**

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