

INSTITUTE FOR PEACE AND CONFLICT RESOLUTION (IPCR)

PLOT 496, ABOGO LARGEMA STREET, OFF CONSTITUTIONAL AVENUE, CENTRAL BUSINESS DISTRICT, ABUJA

INVITATION TO TENDER AND EXPRESSION OF INTEREST FOR YEAR 2024 CAPITAL, ZONAL INTERVENTION/CONSTITUENCY PROJECTS

INTRODUCTION

The Institute for Peace and Conflict Resolution (IPCR), in furtherance of its statutory mandate intends to implement its 2024 Capital Projects under Goods. Works and Services in accordance with the provisions of the Public Procurement Act, 2007.

Accordingly, the Institute for Peace and Conflict Resolution, IPCR, shall undertake the procurement of the various Goods, Works and Services including Zonal Intervention/Constituency Projects of the Federal Government of Nigeria as approved in the 2024 Appropriation Act.

In compliance with the Public Procurement Act 2007, the IPCR therefore invites interested contractors with both foreign and local relevant experience and good track records to submit Tender/Expression of Interest for contracts for the 2024 Capital, Zonal Intervention/Constituency Projects.

DESCRIPTION OF PROJECTS

CATEGORY A: GOODS

LOT NO	PROJECT DESCRIPTION	LOCATION
Lot A1	Purchase of Media Equipment for Public Affairs	IPCR, Headquarters

CATEGORY B: WORKS

LOT NO	PROJECT DESCRIPTION	LOCATION
LOT B1	Rehabilitation of / Repairs of Office Building	IPCR Headquarters
Lot B2	Provision of Integrated 3-IN-1 Solar Street Lights in Abua-Odua East Federal Constituency	River State
Lot B3	Solar Street Lights in Eleme, Tai and Oyigbo Local Government Areas of Eleme/Tai/Oyigbo Federal Constituency in River State	River State
Lot B4	Supply and Installation of Solar Street Light in Selected Areas in Guyuk/Shelleng Federal Constituency. Adamawa	Adamawa State

CATEGORY C: SERVICES

LOT NO	PROJECT DESCRIPTION	LOCATION
Lot C1	Training of Youth on Community Peace Building in Numan/Demsa/Lamurde LGA Adamawa State	Adamawa State
Lot C2	Training of Women on Community Peace Building and Resilience in Numan/Demsa/ Lamurde LGA Adamawa	Adamawa State
Lot C3	Climate Adaptation/Resilience Peace Building Awareness and Sensitization for Community Stakeholders in Idemili North/South Federal Constituency Anambra State	Anambra State
Lot C4	Training on Soap Making for Youth in Borno North Senatorial District, Borno State	Borno State
Lot C5A	Skill Acquisition Training and Empowerment items for Youths and Women in 2 LGA of Borno State Borno Central Senatorial District.	Maiduguri LGA, Borno State
Lot C5B	Skill Acquisition Training and Empowerment items for Youths and Women in 2 LGA Borno State Borno Central Senatorial District	Bama LGA, Borno State
Lot C6A	Capacity Building Training and Empowerment for Local Security Operatives, Youths and Women in 2 LGA of Borno North Senatorial. Borno State.	Monguno LGA, Borno State

Lot C6B	Capacity Building Training and Empowerment for Local Security Operatives, Youths and Women in 2 LGA of Borno North Senatorial District, Borno State.	Gubio LGA, Borno State
Lot C7	Capacity Building Training and Empowerment for Small Business owners in Borno North Senatorial District, Borno State	Borno State
Lot C8	Training and Empowerment of Women and Youths in Various Skills in Takum/Donga/Ussa Federal constituency, Taraba State	Taraba State
Lot C9A	Training and Empowerment of Selected Community Leaders in Conflict Resolution and Peace Building in Delta South Senatorial District. Delta State.	Patani LGA, Delta State
Lot C9B	Training and Empowerment of Selected Community Leaders in Conflict Resolution and Peace Building in Delta South Senatorial District. Delta State.	Isoko South LGA, Delta State

ELIGIBILITY REQUIREMENTS:

- Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2, and CAC7. Business Name with Form BN1 is also acceptable for Consultancy Services;
- Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificates of all the Partner in case of Business Name) for the last three (3) years valid till 31st December, 2024;
- Evidence of Pension Clearance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidder whose number of staff is 15 and above);
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;

- Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP.;
- Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the Institute for Peace and Conflict Resolution 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 no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
- Consultancy Services; Evidence of Firm's current registration with the relevant regulatory professional body(ies) such as Centre for Management Development (CMD);
- Electricity Jobs: Evidence of current Licence issued by Nigerian Electricity Management Services Agency (NEMSA);
- For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);
- Company's Audited Accounts for the last three (3) years - 2021, 2022 & 2023;
- Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN,

QSRBN, ARCON, CORBON etc.;

- Verifiable documentary evidence of at least three (3) similar jobs (in size, nature & complexity) executed in the last five (5) years including Letters of Awards. Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- List of Plants/Equipment with proof of Ownership/Lease Agreement;
- For Joint Venture Partnership, Memorandum of Understanding (MoU) indicating Lead Partner should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate. NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner).

Note: All documents for submission must be transmitted with a Covering/ Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

(4) COLLECTION OF TENDER DOCUMENTS (GOODS AND WORKS)

Tender documents are to be obtained from the Procurement Unit, Institute for Peace and Conflict Resolution, Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District, Abuja, on presentation of Original and a photocopy of Treasury Receipt of Non-refundable Tender Fee of ten thousand naira (N10,000.00) only per lot paid into Institute for Peace and Conflict Resolution's (IPCR) ISA No. 1000016776.

(5.0) SUBMISSION OF TENDER DOCUMENTS (GOODS AND WORKS)

Interested contractors must submit two (2) copies, one original and one duplicate of Technical and Financial bid documents in separate envelopes enclosed in a bigger envelope indicating the Lot Number, Title of the Project at the left hand corner of the envelope and addressed to the Director General, Institute for Peace and Conflict Resolution, Plot 496,

Abogo Largema Street. Off Constitutional Avenue, Central Business District, Abuja. Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated Tender Box in (Director General's Conference Room, 1st Floor, Block A, Institute for Peace and Conflict Resolution, Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District, Abuja) **not later than 12:00 noon, Thursday, 4 April, 2024.**

(6.0) SUBMISSION OF EOI DOCUMENTS (CONSULTANCY SERVICES)

Interested Firms in Services are to submit the Expression of Interest (EOI) for each of the Lot desired, in three (3) hard copies each (one original & two copies). The EOI should be addressed as indicated above and submitted **not later than 12:00 noon, Monday, 18 March, 2024.**

(7.0) OPENING OF EOI AND TECHNICAL BIDS

The EOI and technical bids will be opened immediately after the deadlines for submission at **12:00 noon, Monday, 18 March, 2024 and 12:00 noon. Thursday 4 April, 2024,** respectively, in the Director General's Conference Room, Institute for Peace and Conflict Resolution, Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District, Abuja in the presence of bidders or their representatives, while the financial bids will be kept un-opened.

Please ensure that you sign the Bid Submission Register in the office of the Head, Procurement, Institute for Peace and Conflict Resolution as the Institute will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Head of Procurement on 08027113507

(8.0) GENERAL INFORMATION

- EOIs/Bids must be in English Language and signed by an official authorised by the bidder
- EOIs/Bids submitted after the deadline for submission would be returned un-opened;

- Bidders should not bid for more than two (2) Lots;
- All cost will be borne by the bidders;
- The EOIs/Technical Bids will be opened in the presence of Bidders or their representatives, CSOs in the areas of Anti-Corruption and Transparency and Private Professional bodies; and will be covered by video recording; invitation link will be sent to bidder who chooses to join the EOI's/bid opening online;
- Consultancy Services: Only shortlisted Applicants at EOI's evaluation will be invited at a later date for collection of Request for Proposals
- Goods & Works: Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened;
- The Institute for Peace and Conflict Resolution is not bound to qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

SIGNED:

DIRECTOR GENERAL/CEO

INSTITUTE FOR PEACE AND CONFLICT RESOLUTION (IPCR)