

THE PRESIDENCY

NATIONAL HAJJ COMMISSION OF NIGERIA (NAHCON)

APPLICATION FOR ISSUANCE OF HAJJ LICENCE FOR THE AIRLIFT OF NIGERIAN PILGRIMS UNDER STATE PILGRIMS' WELFARE BOARDS/AGENCIES/COMMISSIONS FOR 2024 HAJJ

Interested Nigerian/Foreign airlines/carriers with requisite operating authorization and capacity are hereby invited to submit applications for the grant of NAHCON's operation license in accordance with the prescribed application form, for the airlift of pilgrims under the State Muslim Pilgrims' Welfare Boards/Agencies/ Commissions to and for the Kingdom of Saudi Arabia for 2024 Hajj.

(2) The outbound airlift of intending Nigerian pilgrims to Saudi Arabia is scheduled to commence in the second week of May, 2024, while the inbound (return journey) is to be in the third week of June, 2024. The airlift operation is expected to be conducted at designated airports in Nigeria and in Saudi Arabia.

(3) The interested applicants are to note that, Boeing 747-300 and newer series aircraft with capacity to carry 450 passengers and above or other wide-bodied aircraft with capacity to carry a minimum of 300 passengers and a back-up aircraft of the same capacity are required for the operations. The aircraft to be deployed for the operations shall meet the regulatory requirements of the Nigerian Civil Aviation Authority (NCAA) and the Saudi Arabian General Authority of Civil Aviation (GACA).

(4) CONDITIONS FOR APPLICATION:

Any Airline desirous of participating in the 2024 Hajj airlift must cause the Civil Aviation Authorities of both Nigeria and Saudi Arabia to write directly to NAHCON giving attestation of such airline's provisional non-indebtedness and clearance for the aircraft to be deployed for the operation as a condition for evaluation and /or final approval for participation and signing of agreements.

(5) The interested applicant must possess valid Air Transport License (ATL)/Air Operating Permit (AOP) and Air Operator Certificate (AOC) and must be active operationally, and designated on the Nigeria-Saudi Arabian route by the competent authorities of Nigeria and the Kingdom of Saudi Arabia and must have operates at least Umrah flights to be eligible for consideration.

(6) The interested applicants are also required to submit the following:

(i) Certificate of Incorporation/Registration with Corporate Affairs Commission (CAC) or its equivalent for foreign applicant with a minimum share capital of at least Two Billion Naira (N2,000,000,000.00) or its equivalent.

(ii) Certified true copies of CAC forms C02 and C07 or their equivalents in the case of foreign applicant.

(iii) Copies of relevant Licences/Certificates

(iv) Evidence of financial capability to fund the airlift operation.

(v) Duly certified Company's Audited Account for the last three (3) years 2020-2022.

(vi) Evidence of company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2023.

(vii) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring not earlier than 31/12/2023.

(viii) Submission of current PENCOM Compliance Certificate for Nigerian Carriers.

(ix) Submission of current ITF and NSITF Compliance Certificate for Nigerian Carriers.

(x) Sworn Affidavit:

- Disclosing whether or not any officer of the relevant committees of the National Hajj Commission of Nigeria is a former or present Director, shareholder or has any pecuniary interest in the applicant and to confirm that all information
 - Presented in its application document 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 the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings.
- (xi) Evidence of non-indebtedness to relevant aviation authorities and service providers both in Nigeria and in Saudi Arabia. More particularly, copies of duly signed clearance of non-indebtedness to NCAA, NAMA, FAAN and SAHCOL, Butake, NAHCO, GACA and other Saudi-based aviation service providers must be provided.
- (xii) Details/specifications of aircraft to be deployed for the airlift
- (xiii) Evidence of ownership or credible lease agreement(s) between the Lessor and Lessee of aircraft intended to be deployed for the operation and which should be confirmed by the NCAA and GACA.
- (xiv) Evidence of ability to make available reliable flight schedule for the operation not less than eight (8) weeks before the commencement of airlift.
- (xv) MOU for Passenger and Luggage Screening (Security) arrangements in Saudi Arabia.
- (xvi) MOU/Arrangement for in-flight Catering Services with an authorized in-flight catering providers in Nigeria and Saudi Arabia, with details which should include; name(s) and addresses, telephone numbers, valid emails of caterers should be clearly stated and subject to joint inspection by relevant regulatory authorities and the Commission (A duly licensed Nigerian catering sendee providers) must be engaged for the outbound flight).

(xvii) Procedures/Arrangements for Crew Hotel accommodation during the operation in Nigeria and Saudi Arabia.

(xviii) Procedures/Arrangements for over flight clearance, en-route and landing permits. In addition, third party foreign carriers shall provide valid authorization to exercise 3rd & 4th freedom traffic rights on Nigerian-Saudi Arabian route.

(xix) MOU/Arrangements for Ground Handling services in Nigeria and Saudi Arabia.

(xx) MOU/Arrangements with fuel suppliers in Nigeria and Saudi Arabia.

(xxi) Evidence of installation of an aircraft tracker/transponder to be confirmed by NCAA.

(xxii) Procurement /Arrangement for airfreight of 5-liter Zamzam water per pilgrim during the first phase of the airlift operation.

(xxiii) Key Post Holder(s) viz: name(s), qualifications and schedule of duties in the Company responsible for liaison with NAHCON on Hajj-2024 matters.

(xxiv) Copy of certificate of aviation insurance which must meet the minimum Combined Single Liability (CSL) (hull, passenger, baggage/cargo and third party) limit set by NCAA.

(7) Each interested applicant shall appear for screening on a date to be communicated by the Commission after the receipt of the completed application form. Originals of all documents submitted should be made available for sighting during the evaluation exercise.

(8) ADDITIONAL CONDITIONS TO BE FULFILLED BY SUCCESSFUL APPLICANT

Successful applicant screened by the Commission and approved by the Government shall:

(i) Provide evidences of re-confirmed arrangements/documentations in items numbers xi to xx in paragraph 5-6.

(ii) Provide verifiable evidence on item number xxi in paragraph 5.

- (iii) Must provide evidence of possession of FCOP/FOC from NCAA and the GACA from Saudi Arabia.
- (iv) Readiness to comply with other guidelines and operations requirements for Hajj operation by the Nigerian aeronautical authorities and of the Saudi Arabian General Authority of Civil Aviation (GACA).
- (v) Provide an Advance Payment Guarantee (APG) in accordance with the prescribed format to the tune of 50% of the total airfare.
- (vi) Pay Hajj airlift licence fee of N3, 000,000.00 (Three Million Naira only) to NAHCON.
- (vii) Execute an Airlift Agreement with NAHCON on behalf of the respective SMPWB/A/C/Armed Forces as inclusive which contains the terms and conditions of the airlift operation.
- (viii) Opening of operational centre(s) by the selected earner must be progressively synchronized with schedules and not exceed the number of available operating aircraft, unless otherwise directed by the Commission.
- (ix) Confirmed arrangement(s) for not less than 80% direct flight to Madinah during the first phase and 100% out of Madinah for the Second phase.
- (x) In the case of leased/chartered aircraft, verifiable proof of payment (wire transfer/telex copy, etc) of at least 10% of the foil cost of lease/charter at the point of evaluation.

(9) MODE OF APPLICATION

Prospective applicants shall:

- (i) Pay a non-refundable application fee of N10,000,00 (Ten Thousand Naira) in Certified Real Time Gross Settlement (RTGS) Transfer payable to National Hajj Commission of Nigeria Naira Transit Account (00201911410141) or NUBAN account (3000006880) with

the Central Bank of Nigeria (CBN).

- (ii) Obtain an application form from the office of the Secretary of the Commission.
- (iii) Complete and submit the application form along with copies of all relevant documents as itemized herein on or before the period indicated below (item 10).

(10) SUBMISSION OF APPLICATION FORM

Duly completed application Forms should be submitted to:

The Secretary of the Commission

National Hajj Commission of Nigeria (NAHCON)

HAIJ HOUSE,

Plot 991/992 Zakariya Maimalari Street,

Adjacent to National Defence College (War College),

Central Business District, Abuja.

The completed application document should reach the Commission **on or before Tuesday 12 December, 2023 at 12:00noon** whereby application documents opening will take place immediately and no further submission would be entertained.

NOTE:

(11) Please be informed that the application is not intended to create any form of contractual relationship or obligations on the part of NAHCON. Consequently, NAHCON shall not be liable to any applicant for any expenses or loss incurred in connection with the processing of the application. NAHCON would contact the successful applicants at an appropriate time before execution of formal agreement while the original copies of the document submitted should be forwarded for sighting.

(12) Applicants must not have history of inability to airlift nor that of abandonment of its pilgrims.

(13) Applicants must not be third-party users of licenses or any other authorization.

Signed

Management