

## **NIGERIA CENTRE FOR DISEASE CONTROL AND PREVENTION**

### **ADMINISTRATIVE HEADQUARTERS**

**PLOT 800/801 EBUU UKIWE STREET, JABI, ABUJA**

### **INVITATION TO TENDER AND EXPRESSION OF INTEREST (EOI) FOR 2023 CAPITAL PROJECTS**

#### **(1.0) INTRODUCTION**

(1.1) The Nigeria Centre for Disease Control and Prevention (NCDC) in furtherance of its statutory mandate Intends to undertake the Procurement of various Goods, Works and Services under the 2023 Capital Appropriation and in accordance with Extant Provision of Section 25 of the Public Procurement Act, 2007.

(1.2) The Centre therefore invites all experienced and competent Contractors, Suppliers and Consultants/Service Providers with relevant experience for consideration for the execution of the following projects.

#### **(2.0) SCOPE OF WORK**

The Scope of Works/Supply/Service for the projects earmarked for execution are categorized as follows

#### **(2.1) CATEGORY A: INVITATION TO TENDER [GOODS].**

Interested reputable Contractors are invited to submit Bids for the following:

<b>LOT NO</b>	<b>PROJECT DESCRIPTION</b>
<b>ESTABLISHMENT OF EBS CENTRES IN 10 STATES</b>	
LOT-A1	Provision of Working Tool, Construction and Installation of Work Station
LOT-A2	Hardware for Call Center Setup

LOT-A3	Local Area Network (LAN) for Call Center Setup
<b>PURCHASE OF CRITICAL INFRASTRUCTURE, LABORATORY EQUIPMENT AND COMMODITIES FOR THE NCDC LABORATORY NETWORK AND COLLABORATING LABORATORIES IN THE 36 STATES IN NIGERIA AND THE FCT</b>	
LOT-A4	Procurement of Laboratory Equipment to Support the NCDC Public Health Laboratory Network
<b>REDEVELOPMENT, AND INFRASTRUCTURAL AND EQUIPMENT SUSTENANCE OF THE NATIONAL REFERENCE LABORATORY, GADUWA, ABUJA TO MEET INTERNATIONAL STANDARDS</b>	
LOT-A5	Purchase of Laboratory Reagents and Consumables
LOT-A6	Purchase of Office Equipment and Laboratory Furniture

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LOT-A7	Provision of office equipment
LOT-A8	Procurement of Heavy Equipment Trolley and Cold Room Kits for the Logistics Unit at NRL Gaduwa
LOT-A9	Procurement of Power Back-Up Inverters to support Antimicrobial Resistance Surveillance and Diagnostics Stewardship at Sentinel Sites,
LOT-A10	Renovation of ICT network infrastructure
LOT-A11	Procurement of Pharmaceuticals and Medical Equipment

## **(2.2) CATEGORY B: INVITATION TO TENDER (WORKS).**

Interested reputable Contractors are invited to submit Bids for the following projects:

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<b>LOT No</b>	<b>PROJECT DESCRIPTION</b>
<b>CONSTRUCTION OF OFFICE ACCOMMODATION AT NCDC ANNEX</b>	
LOT-B1	Upgrade/Renovation of Office Accommodation at NCDC Annex

## **(2.3) CATEGORY C: REQUEST FOR EXPRESSION OF INTEREST (EOI) CONSULTANCY/NON-CONSULTANCY SERVICES**

Interested Firms are to submit expression of interest (EOI) documents to provide the

following services:

LOT No	PROJECT DESCRIPTION
<b>ESTABLISHMENT OF EBS CENTRES IN 10 STATES</b>	
LOT-C1	Consultancy Services for Establishment of EBS Centres in 10 States
LOT-C2	Software for Call Center Setup
<b>CARRY OUT A NATIONWIDE RESEARCH ON CRITICAL PUBLIC HEALTH THREATS</b>	
LOT-C3	Assessment of IDSR implementation in tertiary health facilities in Nigeria
<b>DIGITALIZATION OF INTEGRATED DISEASE SURVEILLANCE AND RESPONSE (IDSR) USING SURVEILLANCE OUTBREAK RESPONSE MANAGEMENT AND ANALYSIS SYSTEM (SORMAS) IN ALL THE 35 STATES AND THE FCT INCLUDING OTHER RELEVANT MDAS AS NEEDED</b>	
LOT-C4	Procurement of internet data for SORMAS tablets to aid real time surveillance and laboratory data reporting
LOT-C5	Procurement of mobile device management software to track and manage SORMAS devices online

LOT-C6	Provision and Maintenance of Toll-Free Short Code (6232) Number Services for Nigeria Centre for Disease Control and Prevention.
LOT-C7	Microsoft Azure Subscription
LOT-C8	Clearing Agent for Nigeria Centre for Disease Control and Prevention
LOT-C9	Engagement of Travel Agent for NCDC
LOT-C10	Engagement of Insurance Companies for group life and group personal accident insurance services for NCDC
LOT-C11	Provision of Internet and licence support across all 3 locations of NCDC

### **(3.0) ELIGIBILITY REQUIREMENTS**

(i) Verifiable Evidence of Certificate of Registration with Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and Form CAC7;

- (ii) Evidence of current Tax Clearance Certificate for the last three years (2020, 2021 & 2022); valid till 31st December, 2023;
- (iii) Evidence of current Pension Compliance Certificate valid till 31st December, 2023;
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2023;
- (v) Evidence of current National Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2023;
- (vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers; by submission of the Interim Registration Report (IRR) Expiring by 31st December, 2023 or valid Certificate issued by BPP;
- (vii) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Nigeria Centre for Disease Control and Prevention (NCDC) 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;
- (viii) Company's Audited Accounts for the last three years (2020, 2021 & 2022);
- (ix) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- (x) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional Qualifications (in case of construction: COREN, QSRBN, ARCON, CORBON etc.; as applicable);
- (xi) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Award, Valuation Certificates and Job Completion Certificates and Photographs of the projects;

- (xii) List of Plants/Equipment with proof of ownership/lease (where applicable);
- (xiii) For ICT: Evidence of current registration/accreditation with Computer Professionals Registration Council of Nigeria (CPN) and National Information Technology Development Agency (NITDA);
- (xiv) For supply of equipment: Letter of Authorization as representative of the Original Equipment Manufacturers (OEM) must be attached for bidders of affected Lots;
- (xv) For Pharmaceutical and Medical Equipment: Letter of Authorization from the Original Equipment Manufacturers (OEM) listed in the approved Policy for Procurement of Health and Medical Equipment for Tertiary Hospitals in Nigeria, for bidders of affected Lots;
- (xvi) For joint ventures/partnership, Memorandum of Understanding (MoU) should be provided (all the eligibility requirements are compulsory for each JV Partner);
- (xvii) Verifiable Evidence of Certificate of the Firm's Registration/Accreditation/Operational License and all necessary, valid and legal documentations with relevant professional body e.g., COREN/QSRBN/ARCON/CORBON/SURCON/Construction, CPN/NITDA/Information Technology, ICAN/ANAN/Financial Reporting Services, NAICOM/Insurance, etc. FOR Lot C ONLY; where applicable;
- (xviii) Evidence of Short code and Special Number Valid licenses from the Nigeria Communication Commission (NCC) FOR LOT C-6;
- (xix) Evidence of partnership with at least 2 telecommunication operators e.g. Interconnect cearing houses or Mobile Network Operators, FOR LOT C-6;
- (xx) Evidence of the firm's compliance with the Nigeria Data Protection Regulation (NDPR), FOR LOT C-6;
- (xxi) All document for submission must be transmitted with a covering/forwarding letter under the company/firm's letter headed 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 letter headed papers must bear the names and nationalities of the directors of the companies at the bottom of the page duly signed by the authorized officer of the firm.

**NOTE that all documents/information required must be paginated, submitted in the Sequence/order as listed in i - xxi above.**

#### **(4.0) COLLECTION OF TENDER DOCUMENTS:**

##### **CATEGORIES A & B-INVITATION TO TENDER (GOODS & WORKS)**

Interested Companies are to collect the Standard Bidding Documents (SBD) from the Office of the Head of Procurement, Nigeria Centre for Disease Control and Prevention (Ground floor, Administrative Headquarters Plot 800/801 Ebitu Ukiwe Street, Jabi, Abuja) between 10am – 3pm, Mondays to Fridays, upon showing evidence of payment of a non-refundable fee of N10,000.00 (Ten Thousand Naira) only, per Lot, paid into the Nigeria Centre for Disease Control and Prevention's Remita Account in any Commercial Bank. (The TSA Account Number is to be obtained from the Centre's Central Pay Office).

#### **(5.0) SUBMISSION OF TENDER DOCUMENTS:**

##### **(5.1) CATEGORIES A & B- INVITATION TO TENDER (GOODS AND WORKS)**

Prospective bidders are to submit bid for each of the lot desired, two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid" with the Company's name written on each envelope. Thereafter put the two sealed envelopes together in a bigger sealed envelope addressed to the Director-General, Nigeria Centre for Disease Control Administrative Headquarters Plot 800/801 Ebitu Ukiwe Street, Jabi, Abuja, and clearly marked with the Name of the Project and the Lot number. Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and should be deposited in the Tender Box at the address in 4.0 above, **not later than 12.00 noon on Monday, 4 December, 2023.**

## **(5.2) CATEGORY C-EXPRESSION OF INTEREST (EOI) CONSULTANCY SERVICES**

Interested Firms are to submit two (2) bound copies of Expression of interest (EOI) documents, separated by dividers. The documents should be submitted in a sealed envelope and addressed to the Director-General, Nigeria Centre for Disease Control Administrative Headquarters Plot 800/801 Ebitu Ukiwe Street, Jabi, Abuja, and clearly marked with the Name of the project and the Lot Number. Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and should be deposited in the Tender Box at the address in 4.0 above, **not later than 12.00 noon on Monday, 27 November, 2023.**

## **(6.0) OPENING OF BIDS DOCUMENTS:**

### **(6.1) CATEGORIES A & B INVITATION TO TENDER (GOODS AND WORKS)**

Technical Bids will be opened immediately after the deadline for the submission by **12.00 noon on Monday, 4 December, 2023** at the Centre's Situation Room Administrative Headquarters Plot 800/801 Ebitu Ukiwe Street, Jabi, Abuja in the presence of Bidders or their representatives, while the Financial Bids will be kept unopened. Please ensure that you sign the Bid Submission Register at the address stated in 4.0 above, as the Centre will not be held liable for misplaced or wrongly submitted bids.

### **(6.2) CATEGORY C - EXPRESSION OF INTEREST (EOI)**

Expression of Interest (EOI) documents will be opened immediately after the deadline for submission by **12.00 noon on Monday, 27 November, 2023** at the Centre's Situation Room Administrative Headquarters Plot 800/801 Ebitu Ukiwe Street, Jabi, Abuja in the presence of Bidders or their representatives. Please ensure that you sign the Bid Submission Register at the address stated in 4.0 above, as the Centre will not be held liable for misplaced or wrongly submitted bids.

## **(7.0) GENERAL INFORMATION**

- (i) Bids must be in English Language and signed by an official authorized by the bidder.

- (ii) Bid submitted after the deadline of submission would be returned un-opened.
- (iii) Bidders should not bid for more than two (2) Lots in all Categories (i.e. A & B- Invitation to Tender and C - Expression of Interest/Consultancy);
- (iv) Pre-qualified Bidders for Categories A & B will be contacted at a later date for Financial Bid Opening while Financial Bids of unsuccessful bidders will be returned unopened;
- (v) Pre-qualified and Shortlisted bidders for Category C, will be contacted at a later date for collection of Tender Documents;
- (vi) All costs will be borne by the bidders as the Centre will not be held responsible for any cost or expenses incurred by any interested party (ies) in connection with any response to this invitation;
- (vii) Non-Compliance with all the conditions stated herein will lead to automatic disqualification of the bidder from the bidding process.
- (viii) The Nigeria Centre for Disease Control and Prevention is not bound to Pre-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.
- (ix) For further enquiries, please contact Procurement Unit between 10.00 a.m. to 4.00 pm (Mondays- Fridays) at the following address:

Office of the Head of Procurement,

Nigeria Centre for Disease Control and Prevention

Ground floor. Administrative Headquarters

Plot 800/801 Ebitu Ukiwe Street, Jabi, Abuja



**SIGNED:**

**DIRECTOR-GENERAL**

**NIGERIA CENTRE FOR DISEASE CONTROL AND PREVENTION (NCDC)**