

## **NIGERIAN PRESS COUNCIL**

**NO 26 BISSAU STREET, WUSE ZONE 6, ABUJA**

### **INVITATION TO TENDER FOR GOODS, WORKS AND SERVICES FOR THE EXECUTION OF YEAR 2024 CAPITAL PROJECTS**

#### **INTRODUCTION**

(1.1) The Nigerian Press Council is desirous of carrying out the under listed projects as contained in its year 2024 budget and Constituencies Projects.

(1.2) The Council hereby invites interested reputable and competent contractors / suppliers and consultants to submit their bids for the under listed projects:

#### **SCOPE OF WORKS, SUPPLIES AND SERVICES**

##### **(2.1) Constituency and Zonal Intervention Projects (ZIP)**

<b>LOT NO</b>	<b>PROJECT</b>
NPC/G/N01	Procurement of HP Laptops to Secondary Schools in Ayetoro, Gbedde Ijumu LGA, Kogi State.
NPC/G/N02	Construction of 2blocks of 3 Classrooms with toilet in Eletu Odibo, Junior High School Abule Oja, Yaba Lagos State.
NPC/G/N03	Training of ICT/ Server Security to Youths in Owo/Ose Federal Constituency, Ondo State
NPC/G/N04	Training of Fishpond Farming to Youths in Owo/Ose Federal Constituency, Ondo State .
NPC/G/N06	Training and Empowerment of Youths and Women In various Artisan Crafts/Skills and Starter Kits in Lagos Mainland Federal Constituency, Lagos.
NPC/G/N07	Empowerment of Youths and Women across Lagos Mainland Federal Constituency. Lagos
NPC/G/N08	Completion of Town Hall of Isu-Ada Ipele, Ojomo Place and Fencing Iyeri Place, Ondo State.

NPC/G/N09	Construction of a block of 3 Classroom and VIP Toilet in Mbagbera Community Secondary School Vandeikya Konshisha Federal Constituency, Benue State.
NPC/G/N11	Training and Empowerment for Hairdressers in Ajeromi ifelodun Federal Constituency Lagos state.
NPC/G/N12	Provision of Computer System and Grants to Students in Owo/Ose Federal Constituency Ondo State
NPC/G/N13	Drainage Culvert Perimeter Fence at TPUMPY Estate Phase 4a cadastral zone, Lugbe Abuja.
NPC/G/N14	Supply of Customized Reading Materials to Students in 11 LGA Katsina State Senatorial District.
NPC/G/N16	Provision Supply and Installation of Solar Street Light in selected Towns and Communities in Niger North Senatorial District, Niger State.
NPC/G/N17	Cultural and moral sensitization of Youth Council against the Surge of Drugs and Cultism in the 11 LGA of Katsina Central Senatorial District, Katsina State.
NPC/G/N18	Construction and Installation of Handpump/Solar Powered Boreholes in some parts of Nasarawa West Senatorial District, Nasarawa State.
NPC/G/N19	Construction and Rehabilitation of Roads in Enugu East Senatorial District, Enugu State.
NPC/G/N20	Provision of Solar Powered Borehole in Mkpato Enin Village Mkpato Enin LGA, Akwa Ibom South.
NPC/G/N21	Construction of Ikaro and Ijagba Palace Ose LGA Ondo State
NPC/G/N22	Supply of Sewing Machines in Owo/Ose Federal Constituency, Ondo State.
NPC/G/N23	Provision of Reading Desks and Instructional Materials to Primary and Secondary Schools Students Across Ebonyi North Senatorial District, Ebonyi State.

### **(3) ELIGIBILITY REQUIREMENTS**

#### **Prospective bidders should submit the following documents:**

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7. Business Name is also acceptable for Services;
- (b) Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax

Clearance Certificates of all Partners in case of Business Name) for the last three (3) years valid till 31st December, 2024; with minimum average annual turnover of N200 million;

(c) Evidence of Pension Clearance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 15 and above);

(d) 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);

(e) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2024 or valid Certificate issued by BPP.

(g) Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Nigerian Press Council 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;
- that the company does not have existing loan or financial liability with a bank, other financial institution or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months;

- (h) Company's Audited Accounts for the last three (3) years -2021, 2022 & 2023;
- (i) Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility of at least N300 million for the execution of the project when needed;
- (j) 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.;
- (k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of awards, Valuation certificates, Job Completion Certificates and Photographs of the projects of at least N150,000,000 satisfactorily or substantially completed as prime supplier/contractor between January 1, 2018 and the submission deadline;
- (l) Works: List of Plants/Equipment with proof of Ownership/Lease Agreement;
- (m) Services: Evidence of Firm's current registration with relevant regulatory professional body(ies) such as Centre for Management Development for Training;
- (n) For Supply of Equipment: Letter of Authorisation from the Original Equipment Manufacturers (OEMs);
- (o) Electricity Jobs: Evidence of current Licence issued by Nigerian Electricity Management Services Agency (NEMSA);
- (p) ICT jobs: Evidence of Firm's current Registration/Accreditation with the Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA);
- (q) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided indicating among others the Lead Partner (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 & WORKS)**

Interested Companies are to collect the Standard Bidding Documents (SBD) from the office of the Head Procurement Unit, Nigerian Press Council 26 Bissau Street Wuse Zone 6 Abuja on evidence of payment of a non-refundable tender fee of N 10,000:00 per Lot, paid into the Nigerian Press Council's Remita account in any reputable Commercial Bank in Nigeria. Firms interested in Consultancy Service will not pay at this stage until after short-listing.

#### **(5) SUBMISSION OF TENDER DOCUMENTS (GOODS & 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 technical bid or financial bid. Thereafter, put two sealed envelopes together in a bigger sealed envelope addressed to the Executive Secretary of the Nigerian Press Council, 26 Bissau Street Wuse Zone 6 Abuja marked with the name of the project/programme and Lot number. Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender box (located at Servicom Unit, Nigerian Press Council) not later than **12:00 noon on Tuesday, 19 March, 2024.**

#### **(6) SUBMISSION OF EOI (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 on Tuesday 19**

**March, 2024.**

**(7) OPENING OF EOI AND TECHNICAL BIDS**

The EOI and the technical bids will be opened immediately after the **deadline for submission at 12:00 noon on Tuesday, 19 March, 2024**, in the Board Room, NPC Office, Abuja, while the financial bids will be kept un-opened. Please, ensure you sign the EOI/Bid Submission Register in the office of the Procurement unit, Nigerian Press Council. The Nigerian Press Council will not be held liable for misplaced or wrongly submitted bids. For further Enquiries please contact the Head of procurement on [Auwal\\_Hassan@yahoo.com](mailto:Auwal_Hassan@yahoo.com).

**(8) GENERAL INFORMATION**

- (a) EOI/Bids must in English Language and signed by an official authorised by the bidder;
- (b) EOI/Bids submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid more than two (2) Lots;
- (d) All costs be borne by the bidders
- (e) The EOI/Technical Bids will be opened in the presence of Observers, CSOs and Private Professional bodies and covered by video recording; invitation link will be sent to bidder who chooses to join the EOI/bid opening online;
- (f) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (g) 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.
- (h) Services: Only shortlisted C consultants at EOI's evaluation will be invited at a later date

for collection of Request for Proposals;

(i) The Nigerian Press council is not bound to pre-qualify/shortlist 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**

**MANAGEMENT**

**NIGERIAN PRESS COUNCIL (NPC)**