

**INVESTMENT IN DIGITAL AND CREATIVE ENTERPRISES (iDICE)- REQUEST FOR  
EXPRESSION OF INTEREST/INVITATION TO HOST DIGITAL AND CREATIVE  
HUBS IN NIGERIAN POLYTECHNICS**

*DEADLINE: 23RD AUGUST, 2024*

*INVESTMENT IN DIGITAL AND CREATIVE ENTERPRISES (iDICE)*

*REQUEST FOR EXPRESSION OF INTEREST/INVITATION TO HOST DIGITAL AND CREATIVE  
HUBS IN NIGERIAN POLYTECHNICS UNDER THE iDICE PROGRAMME  
TECHNOLOGY AND CREATIVE SECTOR*

*FINANCING AGREEMENT REFERENCE: 200020005160*

*Project ID NO.: P-NG-K00-009*

**BACKGROUND**

The Federal Government of Nigeria has received financing from the African Development Bank (AfDB), Agence Francaise de Development (AFD) and The Islamic Development Bank (IsDB) toward the implementation of the Investment in Digital and Creative Enterprises (iDICE) programme and intends to apply parts of the agreed amount for this finance to payments under the contract for the invitation of host digital and creative hubs in Nigerian polytechnics.

These digital and creative centers for skill training and startup enterprise support in both the tec and creative sectors are a critical part of the first component of the iDICE programme: skill and enterprise development. The aim of this component is to provide young people (15-35 years old) with learning and upskilling opportunities and support the incubation of startups.

**Job summary/description**

The primary objective of this invitation for submission is for polytechnics to submit proposals expressing interest to host digital and creative hubs to be tagged as centers of excellence and would be operated in collaboration with private sector technical partners. These centers will serve as both training facilities and innovation/creative hubs to upskill students and young persons within the community, and support beneficiaries with the relevant skills to turn their ideas into sustainable startups or access the job market. The invitation shall involve the following activities:

The invitation shall involve the following activities:

- i. Selection criteria: the iDICE programme in partnership with relevant stakeholders (particularly the National Board of Technical Education) developed the selection criteria for beneficiary institutions.
- ii. Application process: an application process is open for 6 weeks where all polytechnics in Nigeria are eligible to send in expression of interest to benefit from the iDICE programme's interventions in this area.
- iii. Stakeholder session: within 2 weeks of the opening of the application process, a stakeholder's session will be held. It would be a platform for Nigerian polytechnics to ask questions about the iDICE intervention and the application process.
- iv. Selection of beneficiary institutions: the applicant polytechnics would be evaluated based on the selection criteria, and qualifying polytechnics would be contacted for physical assessment visits. Selection will be based strictly on the criteria spelt out in the terms of reference.
- v. Assessment: a physical assessment will be conducted in the selected polytechnics to ascertain the accuracy of details submitted during the applications, after which the process of intervention will be commence in the qualified polytechnics.

**Minimum qualification, skill and experience**

The ideal polytechnic should meet the following qualifications and experience requirements:

- Must be a multi-disciplinary polytechnic in Nigeria approved by the National Board for Technical Education (NBTE) and with full accreditation of the relevant programmes.
- Proven knowledge of relevant policies and legal/regulatory frameworks
- Experienced operational staff and robust middle and back offices.
- Possessing existing relationships and networks with relevant local and international industry players is a plus.

**Legal & compliance requirements**

The following requirements are applicable to polytechnics that are submitting expression of interest.

Public polytechnics must provide the following documents:

- The enabling ACT of the National or state assembly establishing the polytechnic
- Evidence of NBTE's recognition of the polytechnic
- Evidence of NBTE's accreditation of the relevant programmes.
- Affidavit indicating that all documents submitted are genuine and verifiable.

Private polytechnics must provide the following documents:

- Evidence of legal registration with the corporate affairs commission (CAC)
- Submission of memorandum and articles form CAC07 (i.e. particulars of board of directors) and form CAC02 (i.e. particular of shareholders)
- Evidence of NBTE's license/recognition of the polytechnic
- Evidence of NBTE's accreditation of the relevant programmes.

Affidavit indicating that all documents submitted are genuine and verifiable.

The bank of industry (BOI) now invites eligible public and private universities to indicate interest in hosting digital and creative hubs as part of the iDICE Programme and showing responsiveness to the selection criteria as outlined in this REOI and Terms of Reference which can be accessed at [www.boi.ng/idicetor](http://www.boi.ng/idicetor) .

Eligibility criteria and the selection procedure shall be in accordance with the African development bank's "procurement Policy Framework for Bank Group Funded Operations" October 2015, which is available on the Bank's website at <http://www.afdb.org>.

Further information can be obtained at the address below during office hours, i.e. from 8am to 5pm on working days.

Expression of interest must be delivered in a written form and soft copy (in a flash drive) to the address below by **23rd August 2024 at 12noon** and mention "response to the invitation to Host Digital and Creative hubs in Nigerian Polytechnics under the iDICE Programme"

Attn.

The iDICE Programme coordination unit

Bank of Industry

23Marina Lagos

Email: [idice-proposals@boi.ng](mailto:idice-proposals@boi.ng)

**INVESTMENT IN DIGITAL AND CREATIVE ENTERPRISES (iDICE)- REQUEST FOR  
EXPRESSION OF INTEREST FOR GALAXY BACKBONE DATA CENTER AND  
SANDBOX GAP ASSESSMENT**

*DEADLINE: 23RD AUGUST, 2024*

*INVESTMENT IN DIGITAL AND CREATIVE ENTERPRISES (iDICE)*

*REQUEST FOR EXPRESSION OF INTEREST FOR GALAXY BACKBONE DATA CENTER AND  
SANDBOX GAP ASSESSMENT*

*TECHNOLOGY AND CREATIVE SECTOR*

*FINANCING AGREEMENT REFERENCE: 200020005160*

*PROJECT ID NO.: P-NG-K00-009*

**Background**

The Federal Government of Nigeria has received financing from the African Development Bank (AfDB), Agence Francaise de Development (AFD) and The Islamic Development Bank (IsDB) toward the implementation of the Investment in Digital and Creative Enterprises (iDICE) programme and intends to apply parts of the agreed amount for this finance to payments under the contract for a consultancy service to provide Data Center and Sandbox Gap Assessment for the iDICE Programme.

One of the sub-components of the Enterprise and Skills Development component of the iDICE Programme is to strengthen the capacity of Enterprise Support Organizations (ESOs) and startups in order to upscale the infrastructures of ESOs (Hubs and accelerators), National Sandbox and National Data Centers. These hubs will play a major role in shaping competitiveness while impacting research and development.

The consultant shall perform the following services:

1. Conduct Data Center Infrastructure Assessment
2. Conduct Storage Capability Gap Assessment
3. Conduct Network Connectivity and Security Capability Gap Assessment
4. Conduct Software Development Capability Gap Assessment
5. Recommend actions to improve efficiency
6. Recommend actions for better cost management
7. Assess risk Management and Compliance.
8. Propose models for strategic planning and innovation
9. Recommend actions to improve customer satisfaction
10. Conduct data collection, analysis and reporting as requires.

It is expected that the assignment will take three months form the date of contract commencement

**Minimum Qualification, Skill and Experience**

Potential consultants should meet the following qualifications and experience requirements:

1. Have a proven track record of successfully conducting and coordinating IT assessments and other technology-related projects.
2. Evidence of compliance with relevant regulatory requirements and industry standards.
3. Ability to design and implement scalable solutions that align with long-term growth objectives.

4. Demonstrated implementation of quality assurance processes to ensure the reliability, performance and security of the projects.
5. Commitment to delivering the project within agreed timelines without compromising quality.

### **Legal & compliance requirements**

For a consortium of firms or single firms domiciled in Nigeria, the lead firm must provide the following documents:

1. Evidence of legal registration with the corporate affairs commission (CAC) in line with the requisite CAMA Act 2020, Law of the Federation of Nigeria
2. Evidence of registration with Galaxy Backbone and relevant industry certification pertaining to IT Project Management
3. Submission of Memorandum and Articles from CAC07 (i.e. particulars of board of directors) and form CAC02 (i.e. particular of shareholders)
4. Affidavit indicating that all documents submitted are genuine and verifiable.

### **Financial and Tax Requirements**

1. Confirmation of financial capacity of the company (3 years audited statement of account and financial summary).
2. Evidence of VAT Registration and Company Tax Clearance Certificates for the last 3years

Firms that are registered outside Nigeria shall submit relevant legal and compliance documents as applicable to their countries of jurisdiction

The Bank of Industry now invites eligible individual consultants (Firms) to indicate their interest in providing these services by submitting their proposals, demonstrating experience in performing similar assignments with reference and showing responsiveness to the qualifications requirements outlined in this REOI.

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African development bank's "procurement Policy Framework for Bank Group Funded Operations" October 2015, which is available on the Bank's website at <http://www.afdb.org>.

Further information can be obtained at the address below during office hours, i.e. from 8am to 5pm on working days.

Expression of interest must be delivered in a written form and soft copy (in a flash drive) to the address below by **23rd August 2024 at 12noon** and mention "expression of interest: procurement specialist for the investment in digital and creative enterprises (iDICE) Programme".

Attn.  
The iDICE Programme coordination unit  
Bank of Industry  
23Marina Lagos  
Email: [idence-proposals@boi.ng](mailto:idence-proposals@boi.ng)

**CENTRAL BANK OF NIGERIA (CBN) - INVITATION TO TENDER FOR NIGERIAN  
TREASURY BILLS (AUGUST, 2024)**

*DEADLINE: 7TH AUGUST, 2024*

*CENTRAL BANK OF NIGERIA (CBN)*

*[www.cbn.gov.ng](http://www.cbn.gov.ng)*

*INVITATION TO TENDER FOR NIGERIAN TREASURY BILLS*

Notice is hereby given by the Central Bank of Nigeria on behalf of DMO that the Federal Government of Nigeria Treasury Bills of 91, 182 and 364-day tenors amounting to N16,592,718.000; N51,348,833,000 and N148,150,790,000 respectively would be issued by Dutch auction on Thursday, August 08, 2024.

All Money Market Dealers should submit bids through the CBN S4 WEB INTERFACE between 8.00 a.m. and 11.00 a.m. on **Wednesday, August 07, 2024.**

Each bid must be in multiple of N1,000 subject to a minimum of N50,001,000. Authorized Money Market Dealers can submit multiple bids. Abid may be for authorized Money Market Dealers own account, non-Money Market Dealers or interested members of the public. The result of the auction would be announced on Wednesday, August 07, 2024. The Bank reserves the right to reject any bid.

Allotment letters would be issued for successful bids on Thursday, August 08, 2024, while payment for the successful bids should be made to your account with Central Bank of Nigeria not later than 11.00 a.m. on Thursday, August 08, 2024.

The Bank reserves the right to vary the amount on offer in line with market realities prevailing as at the period of auction of the Nigerian Treasury Bills.

GOVERNMENT SECURITIES OFFICE  
CENTRAL BANK OF NIGERIA ABUJA.

**CLINTON HEALTH ACCESS INITIATIVE (CHAI)- INVITATION TO BID FOR  
CONSULTANCY SERVICES TO ENGAGE AND MOBILISE COMMUNITIES AND  
COMMUNITY BASED DISTRIBUTORS FOR THE PRE-EMPTIVE DELIVERY OF ORS  
AND ZINC TO CHILDREN U5 IN BAUCHI STATE**

*DEADLINE: 8TH AUGUST, 2024*

*CLINTON HEALTH ACCESS INITIATIVE (CHAI)*

*INVITATION TO BID FOR CONSULTANCY SERVICES TO ENGAGE AND MOBILISE  
COMMUNITIES AND COMMUNITY BASED DISTRIBUTORS FOR THE PRE-EMPTIVE  
DELIVERY OF ORS AND ZINC TO CHILDREN U5 IN BAUCHI STATE*

**SPECIFICATIONS AND INSTRUCTIONS TO BIDDERS**

The Clinton Health Access Initiative (CHAI) is a global health organization committed to strengthening integrated health systems in low and middle-income countries (LMICs) and expanding access to care and treatment for HIV/AIDS, malaria, tuberculosis, cancer, and other diseases. CHAI has, since 2007, collaborated with the Federal Government of Nigeria to expand access to HIV care and treatment for people living with HIV in the country making donations worth over \$40 Million USD of antiretroviral for children and test kits for early infant diagnosis. To date, this collaboration has expanded to programs that include support for the Affordable Medicines Facility for malaria (AMFm), Routine Immunization, the scale-up of essential childhood medicines, sexual and reproductive health, cervical cancer, and Nutrition. Diarrhea remains a leading cause of childhood morbidity and mortality in developing countries, including Nigeria despite there being a safe, cheap and highly effective treatment-Zinc+ORS that could reduce diarrhea morbidity and mortality. To address this gap, CHAI has launched an ambitious effort to scale-up access to treatment for oral rehydration solution (ORS) and zinc, Working with the governments and leading global institutions, CHAI's Essential Medicines team is supporting intensified efforts at both global and country levels including in Nigeria to plan, resource, and implement effective interventions for scaling-up access to ORS/zinc for diarrhea,

CHAI, in its efforts to strengthen its previous efforts in accelerating and improving the uptake of Zinc+ORS as an effective method in the management of childhood diarrhea in Nigeria, with support from GiveWell intends to design and implement a cluster randomized controlled trial to determine the impact of door-to-door distribution campaign on ORS/zinc uptake in Bauchi state and potentially define an approach for more national scale-up.

CHAI is pleased to invite interested and capable Organizations to submit proposals to engage and mobilise Communities and Community Based Distributors for the pre-emptive delivery of ORS and Zinc to children U5 in Bauchi state

Interested vendors shall submit their proposals electronically with this reference in the subject: "RFP/CHAING/ORSZINC/02-Lot "X" submission to [CHAI-Procurement-NG@clintonhealthaccess.org](mailto:CHAI-Procurement-NG@clintonhealthaccess.org) by 9:00AM on 13th August, 2024 addressed to:

The Country Director  
Clinton Health Access Initiative.  
#7 Ganges Street, Off Alvan Ikoku Way, Maitama,  
Abuja, Nigeria.

Attention: CHAI Nigeria Procurement (GIVEWELL ZINC-ORS BAUCHI/001/2024)

Should your submission exceed 2Mb and cannot be sent by email, please send an email to request an upload

link with the subject 'Requesting upload link for Bid Ref: RFP/CHAING/ORSZINC/02' to chai-procurement- [ng@clintonhealthaccess.org](mailto:ng@clintonhealthaccess.org). Requests for upload links must be made latest by **5:00PM WAT on August 8, 2024**. Submission links other than links provided by CHAI will not be accessed. queries or clarifications on the RFP should be submitted via the email chai-procurement-

Any [ng@clintonhealthaccess.org](mailto:ng@clintonhealthaccess.org) with the subject line 'Queries for Bid Ref: RFP/CHAING/ORSZINC/02". Please be advised that the deadline for raising queries or clarifications is August 6, 2024, 5.00PM WAT. Any queries or clarifications received after this deadline will not be considered.

Late/incomplete proposals will not be accepted in any circumstances. Proposals received after the due date and to any other email address will not be considered.

Detailed description of the Request for Proposal can be accessed via this link: <https://clintonhealth.box.com/s/uxcar7l62jyj08fibkxvxfyqp8n28q>

**INSTITUTE OF HUMAN VIROLOGY, NIGERIA (IHVN) - INVITATION TO BID FOR  
SUPPLY OF OFFICE EQUIPMENT UNDER GF N-THRIP GRANT**

*DEADLINE: 21ST AUGUST, 2024*

*INSTITUTE OF HUMAN VIROLOGY, NIGERIA (IHVN)*

*INVITATION TO BID FOR SUPPLY OF OFFICE EQUIPMENT UNDER GF N-THRIP GRANT*

**1. Introduction:**

The Institute of Human Virology, Nigeria (IHVN) is a leading local non-governmental organization implementing HIV/AIDS, Tuberculosis, Malaria, Research, and non-communicable disease projects in Nigeria through the development of infrastructure for treatment, care, prevention, and support for people living with and those affected by these diseases

**2. Background:**

The Institute of Human Virology, Nigeria (IHVN) was established in 2004 as a local organization to address the HIV/AIDS crisis in Nigeria through the development of infrastructure for treatment, care, prevention, and support for people living with those affected by HIV/AIDS AIDS but has now expanded its services to other infectious diseases of TB a malaria, including cancers. IHVN a structured t to develop and maintain linkages with local and international organizations in collaborative ways that support the Government of Nigeria's health sector strategic plans. IHVN's key technical and funding partners include the Centers for Disease Control and Prevention (CDO) and the Global Fund to Fight AIDS, Tuberculosis, and Malaria.

**Scope of Bid:**

Bidders are invited to submit a Bid for the goods and/or services specified above, in accordance with the schedule of requirements.

**Invitation to Bid (ITB):**

IHVN is soliciting interest from reputable bidders and organizations with relevant experience in carrying out services listed on our ITB during the project implementation period

To be eligible to participate in the bidding process, interested organizations are required to provide the following information

**The following will constitute the pre-selection criteria on a Yes or No basis:**

- Availability of a Company profile which should introduce your business's mission, goals, vision, and history All Bidders must include copies of FIRS tax clearance certificates for the past three years Le, 2021,2022 & 2023.
- Availability of audited financial statements for the last 3 years ie, 2021,2022 2023



- All bidders must provide verifiable documentary evidence of the execution of at least three (3) Contracts for Supply of 1.7 stems, two of which must have been in the last five (5) years. Copy of award letters and delivery certificate where applicable are to be enclosed.
- All bidders must provide proof of Certificate of incorporation with the Corporate Affairs Commission (CAC), including Form CAC and CAC7
- Bank Reference Letter addressed to IHVN for the purpose of this bid
- All bidders must provide verifiable documentary evidence that shows they are the manufacturer or local distributor with manufacturer's authorization to distribute or market these products within Nigeria
- A letter of attestation on bidders' letterhead paper to state that all quoted items will be sourced directly from the original equipment manufacturer.
- Current Sworn Affidavit certifying as follows:

i. The company is not in receivership, subject to any forms of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings

ii. The company does not have any director who has been convicted by any court in Nigeria and any other country for criminal offences in relation to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter

iii. That no officer of HVN is a former or present director of shareholder of the company or has any pecuniary interest in the bidder

iv. That all information presented in the documents is true and correct in all particulars.

- All bidders must indicate their bid validity period. The bid e of the deadline for submission of the 1 the date the bids bid validity period will be 60 days, starting from
- All bidders must submit a bid security in the value of 2.5% of bidders quote

#### **5. Submission Requirements:**

- All bids must be in ink or typewritten, submission in pencil will not be accepted
- Copies of the complete hard copies of technical and financial bids are to be submitted and marked, separately in sealed envelopes and must be sent via courier or hand delivered, in a sealed envelope or parcel to the following address

**INSTITUTE OF HUMAN VIROLOGY, NIGERIA**

IHVN Campus, 6th Floor,

Cadastral Zone COO Plot 62, after BAZE University, Off CITEC Road, Abuja NIGERIA

Attn: Procurement Unit.

- Apart from hard copies, all quotation must also be submitted on Excel Format (Tables) and Word format (proposals) on a separate flash drive. Any quotation without soft copies (for technical and financial proposals will not be evaluated. The flash drive should be passworded and the password should be contained in the sealed financial bid envelope Any submitted bid without this will not be considered. All quotations are inclusive of all associated costs for deliveries (loading and offloading, payment of levies, etc)

- The financial evaluation will be based on the least cost selection per line item.
- Bidders must indicate their bids in the bid register before dropping them in our bid box.
- All bidders must tender to the detailed specifications as these are sensitive commodities.
- The corrected price is what will be considered as the bid price
- As time is of the essence, delivery of goods shall be within 6 to 8 weeks from the date of receipt of LPO by the contractor
- Bidders must attach a copy of the product catalog of the bid items or get a sample ready for verification at the time of bid evaluation.
- Bid must be on the Company's Letterhead, duly signed and stamped by an authorized company representative. Any unsigned will be disqualified
- All inquiries regarding the proposed application for the above should be addressed to the Director Procurement/HOD SCM of institute of Human Virology Nigeria (IHVN)

#### **6. Notice:**

- Bids that must reach us on or before 21st of August 2024 should have the title of the BID written on the "Top Left-Hand Corner of the envelope.
- We can only achieve our aims of long-term success outstanding service and quality products right to terminate a any contract midway or after delivery of after delivery services/goods either for non-performance or non-compliance with specification, delivery time, and any other terms of the contract To this end. IHVN shall reserve the
- All interested bidders can download the BID document at [www.ihvnigeria.org](http://www.ihvnigeria.org)

#### **7. The Bid and Bid Deadline:**

- Funding Agency: GEN-THRIP Grant
- Bid Start Date/Time: 1st August 2024
- **Bid Deadline Date/Time: 21st August 2024 @ 10:00AM**

#### **8. Communications during the BID Period:**

- A prospective bidder requiring any clarification on notify IHVN via email at the following address no later than & working days before the dosing date for the submission of offers Email for submissions of all queries: [bids@ihvnigeria.org](mailto:bids@ihvnigeria.org) on technical contractual, or commercial matters may (Use subject: RE SUPPLY OF OFFICE EQUIPMENT UNDER GFN-THRIP GRANT)
- The Procurement Team at HVN will respond in writing (via email only) to any request for clarification of the BID that it receives by the deadline e indicated above. A consolidated document of IHVN's response to all questions (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective bidders who have acknowledged the BID
- There shall be no individual presentation by or meeting with bidders until after the closing date. From the date of issue of this bid to the final selection, contact with IHVN officials concerning the bidding process shall not be permitted, other than through the submission of queries and/or through a possible presentation or meeting called for by IHVN, following the terms of this bid.

**INSTITUTE OF HUMAN VIROLOGY, NIGERIA (IHVN)- INVITATION TO BID FOR  
SUPPLY OF I.T. ITEMS UNDER GF N-THRIP GRANT**

*DEADLINE: 21ST AUGUST, 2024*

*INSTITUTE OF HUMAN VIROLOGY, NIGERIA (IHVN)*

*INVITATION TO BID FOR SUPPLY OF I.T. ITEMS UNDER GF N-THRIP GRANT*

**1. Introduction:**

The Institute of Human Virology, Nigeria (IHVN) is a leading local non-governmental organization implementing HIV/AIDS, Tuberculosis, Malaria, Research, and non-communicable disease projects in Nigeria through the development of infrastructure for treatment, care, prevention, and support for people living with and those affected by these diseases.

**2. Background:**

The Institute of Human Virology, Nigeria (IHVN) was established in 2004 as a local organization to address the HIV/AIDS crisis in Nigeria through the development of infrastructure for treatment, care, prevention, and support for people living with those affected by HIV/AIDS but has now expanded its services to other infectious diseases of TB and malaria, including cancers. IHVN is structured to develop and maintain linkages with local and international organizations in collaborative ways that support the Government of Nigeria's health sector strategic plans, IHVN's key technical and funding partners include the Centers for Disease Control and Prevention (CDC) and the Global Fund to Fight AIDS, Tuberculosis, and Malaria.

**3. Scope of Bid:**

Bidders are invited to submit a Bid for the goods and/or services specified above, in accordance with the schedule of requirements

**4. Invitation to Bid (ITB):**

IHVN is soliciting interest from reputable bidders and organizations with relevant experience in carrying out services lated on our ITB during the project implementation period.

To be eligible to participate in the bidding process, interested organizations are required to provide the following information

**The following will constitute the pre-selection criteria on a Yes or No basis:**

- Availability of a Company profile which should introduce your business's mission, goals, vision, and history
- All Bidders must include copies of FIRS tax clearance certificates for the past three years i.e., 2021, 2022 & 2023.
- Availability of audited financial statements for the last 3 years in, 2021,2022 & 2023.
- All bidders must provide verifiable documentary evidence of the execution of at least three (3) Contracts for Supply of LT items, two of which must have been in the last five (5) years. Copy of

award letters and delivery certificate where applicable are to be enclosed of incorporation with the Corporate Affairs Commission (CAC) All bidders must provide proof of Certificate of Incorporation, including Form CAC2 and CAC7

- Bank Reference Letter addressed to IHVN for the purpose of this bid.
- All bidders must provide verifiable documentary evidence that shows they are the manufacturer or local distributor with manufacturer's authorization to distribute or market these products within Nigeria.
- A letter of attestation on bidders' letterhead paper to state that all quoted items will be sourced directly from the original equipment manufacturer
- Current Sworn Affidavit certifying as follows:

i. The company is not in receivership, subject to any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings

ii. The company does not have any director who has been convicted by any court in Nigeria and any other country for criminal offences in relation to fraud or financial impropriety or criminal misrepresentation or falsification on of fachi relating to any matter

iii. That no officer of IHVN is a former or present director or shareholder of the company or has any pecuniary interest in the bidder.

iv. That all information presented in the documents is true and correct in all particulars

- All bidders must indicate their bid validity period. The bid validity period will be 60 days, starting from the date of the deadline for submission of the bids
- All bidders must submit original copy of a bids security to the value of 2.5% of bidders quote
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- All bidden must submit a bid security in the value of 2.5% of bidders' quote

#### **5. Submission Requirements:**

- All bids must be in ink or typewritten, submission in pencil will not be accepted,
- Copies of the complete hand copies of technical and financial bids are to be submitted and marked separately in sealed envelopes and must be sent via courier or hand delivered, in a sealed envelope or parcel to the following address

**INSTITUTE OF HUMAN VIROLOGY, NIGERIA**

IHVN Campus, 6th Floor,

Cadastral Zone COO Plot 62, after BAZE University, Off CITEC Road, Abuja NIGERIA

Attn: Procurement Unit.

- Apart from hard copies, all quotation must also be submitted on Excel Format (Tables) and Word format (proposals) on a separate flash drive. Any quotation without soft copies (for technical and

financial proposals will not be evaluated. The flash drive should be passworded and the password should be contained in the sealed financial bid envelope Any submitted bid without this will not be considered. All quotations are inclusive of all associated costs for deliveries (loading and offloading, payment of levies, etc)

- The financial evaluation will be based on the least cost selection per line item.
- Bidders must indicate their bids in the bid register before dropping them in our bid box.
- All bidders must tender to the detailed specifications as these are sensitive commodities.
- The corrected price is what will be considered as the bid price
- As time is of the essence, delivery of goods shall be within 6 to 8 weeks from the date of receipt of LPO by the contractor
- Bidders must attach a copy of the product catalog of the bid items or get a sample ready for verification at the time of bid evaluation.
- Bid must be on the Company's Letterhead, duly signed and stamped by an authorized company representative. Any unsigned will be disqualified
- All inquiries regarding the proposed application for the above should be addressed to the Director Procurement/HOD SCM of institute of Human Virology Nigeria (IHVN)

#### **6. Notice:**

- Bids that must reach us on or before **21st of August 2024** should have the title of the BID written on the "Top Left-Hand Comer of the envelope.
- We can only achieve our aims of long-term success if you provide outstanding service and quality products. To this end, IHVN shall reserve the right to terminate any contract midway or after delivery of services/goods either for non-performance or non-compliance with specification, delivery time, and any other terms of the contract.
- All interested bidders can download the BID document at [www.ihvnigeria.org](http://www.ihvnigeria.org)

#### **7. The Bid and Bid Deadline:**

- Funding Agency: GFN-THRIP Grant
- Bid Start Date/Time: 1st August 2024
- Bid Deadline Date/Time: 21st August 2024 @10:00AM

#### **8. Communications during the BID Period:**

- A prospective bidder requiring any clarification on notify IHVN via email at the following address no later than & working days before the dosing date for the submission of offers Email for submissions of all queries: [bids@ihvnigeria.org](mailto:bids@ihvnigeria.org) on technical contractual, or commercial matters may (Use subject: RE SUPPLY OF OFFICE EQUIPMENT UNDER GFN-THRIP GRANT)
- The Procurement Team at HVN will respond in writing (via email only) to any request for clarification of the BID that it receives by the deadline e indicated above. A consolidated document of IHVN's response to all questions (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective bidders who have acknowledged the BID
- There shall be no individual presentation by or meeting with bidders until after the closing date. From the date of issue of this bid to the final selection, contact with IHVN officials concerning the bidding process shall not be permitted, other than through the submission of queries and/or through a possible presentation or meeting called for by IHVN, following the terms of this bid.

**GOMBE STATE MINISTRY OF WATER ENVIRONMENT AND FOREST  
RESOURCES- REQUEST FOR BID FOR PROCUREMENT OF CONTRACTOR  
UPGRADE OF KANAWA FOREST TO BOTANICAL AND ZOOLOGICAL GARDEN, IN  
GOMBE STATE**

*DEADLINE: AUGUST 29TH 2024*

*GOMBE STATE MINISTRY OF WATER ENVIRONMENT AND FOREST RESOURCES*

*COUNTRY: NIGERIA*

*EMPLOYER: GOMBE STATE MINISTRY OF WATER, ENVIRONMENT AND FOREST  
RESOURCES, REPRESENTED BY ACRESAL*

*PROJECT: AGRO-CLIMATIC RESILIENCE IN SEMI-ARID LANDSCAPES PROJECT,  
(ACRESAL)*

*CONTRACT TITLE: PROCUREMENT OF CONTRACTOR UPGRADE OF KANAWA FOREST TO  
BOTANICAL AND ZOOLOGICAL GARDEN, IN GOMBE STATE*

*CREDIT NO.: IDA.70150*

*RFB NO.: NG-GOMBE STATE ACRESAL-403826-GO-RFB*

### **SPECIFIC PROCUREMENT NOTICE**

1. The Federal Government of Nigeria has received financing from the World Bank toward the cost of the Agro-Climatic Resilience in Semi-Arid Landscapes Project, (ACRESAL) and intends to apply part of the proceeds toward payments under the contract for the Procurement of Contractor Upgrade of Kanawa Forest to Botanical and Zoological Garden, in Gombe State
2. The Gombe State Ministry of Water, Environment and Forest Resources, Represented by Gombe State Agro-Climatic Resilience in Semi-Arid Landscapes Project (ACRESAL), now invites sealed Bids from eligible Bidders for the Procurement of Contractor Upgrade of Kanawa Forest to Botanical and Zoological Garden, in Gombe State
3. Bidding will be conducted through International Competitive Procurement using a Request for Bids (RFB) as specified in the World Bank's "Procurement Regulations for IPF Borrowers" September 2023 ("Procurement Regulations") and is open to all eligible Bidders as defined in the Procurement Regulations.
4. Interested eligible Bidders may obtain further information from

Dr Sani Adamu Jauro  
State Project Implementation Unit (SPIU),  
Gombe State Agro-Climatic Resilience in Semi-Arid Landscapes Project, (ACRESAL)  
Telephone: 08023742765, 09094186598,  
E-mail: [gombeacresal@gmail.com](mailto:gombeacresal@gmail.com)

and inspect the bidding document during office hours from 9:00 am to 4:00 pm (local time) at the address given below.

5. The bidding document in English may be purchased by interested eligible Bidders upon the submission of a written application to the address below and upon payment of a nonrefundable fee of Forty Thousand Naira (N40,000.00). The method of payment will be Bank Draft in Favor of 'Gombe State Agro- Climatic Resilience in Semi-Arid Landscapes Project, (ACRESAL)

The document could be collected at the address below on presentation of proof of payment. At the bidder's request, the documents could also be sent by courier after paying an additional fee to cover the delivery cost Forty Thousand Naira N40,000.00 into this account detail: 0002441862 TAJ Bank Acct Name: Agro Climatic Resilience in Semi-Arid Landscape.

6. Bids must be delivered to the address below on or before, August 29th 2024 11:30 (local time). Electronic Bidding will not be permitted. Late Bids will be rejected. Bids will be publicly opened in the presence of the Bidders' designated representatives and anyone who chooses to attend at the address below in the evening at 12:00 noon August 29, 2024.

7. All Bids must be accompanied by a "Bid-Securing Declaration,"

8. The address(es) referred to above is (are):

Attention: The Project Coordinator: Dr Sani Adamu Jauro

Address: Gombe State Agro-Climatic Resilience in Semi-Arid Landscapes Project, (ACRESAL)  
Opp. NNPC Depot, Near Wamalara Guest Hotel, Tumfure, Gombe, Gombe State.

City: Gombe state

Telephone: 08023742765, 09094186598

Email: [gombeacresal@gmail.com](mailto:gombeacresal@gmail.com)

**SHELL PETROLEUM DEVELOPMENT COMPANY OF NIGERIA LIMITED (SPDC)  
INVITATION TO TENDER FOR PROVISION OF EMERGENCY RESPONSE  
SERVICES TO SPDC FACILITIES**

*DEADLINE: 14TH AUGUST, 2024*

*SHELL PETROLEUM DEVELOPMENT COMPANY OF NIGERIA LIMITED (SPDC)  
INVITATION TO TENDER FOR PROVISION OF EMERGENCY RESPONSE SERVICES TO SPDC  
FACILITIES*

## **1.0 INTRODUCTION**

The Shell Petroleum Development Company of Nigeria Limited (SPDC) in its role as Operator of the NNPC/SHELL/TEPN/AGIP Joint Venture hereby invites reputable and competent registered Nigerian companies (DPR registered and licensed) with proven experience in the PROVISION OF EMERGENCY RESPONSE SERVICES, listed in the scope of work below, to apply for inclusion into the bid.

The proposed contract will commence tentatively in Q1 2025 and remain active for a five (5) year duration, with an option to extend for two (2) years.

Please visit the Nigerian Petroleum Exchange Portal [www.nipex-ng.com](http://www.nipex-ng.com) for further details.

## **2.0 Scope of Work**

The scope of work for the PROVISION OF EMERGENCY RESPONSE SERVICES TO SPDC FACILITIES includes but not limited the following:

1. Operate and maintain ER Services at some designated call-points - operate and maintain fire response services at designated call-points (IA PHC. RA PHC, Rumuahia/Assa North, Soku Gas Plant, Bonny Terminal, Gbaran Gas Plant, Ogonu fire and heliport call-points, Forcados terminal and Freeman House fire stations) and any other SPDC facilities as may be assigned.
2. Administer fire training for maintaining firemen competencies, statutory certifications, and capacity building to fulfil regulatory and statutory obligations, and operations support e.g., Fire Team Member (FTM), Fire Team Lead (FTL), Medical First Aid (DFA), BOSIET, Heliport Fire Fighting, Aviation Rescue and Fire Fighting Training per ICAO/NFPA Standards.
3. Provide fire cover and fire operations services to ensure safe operations at hot work and pipeline repair sites, oil recovery sites, Well workover sites or any hot work site within zone zero (0) and zone one (1) in line with Hot Work requirements of the HSSE & SP Control Framework.
4. Provide fire equipment maintenance services to assure fire equipment integrity. Plan, execute and report PMs/CMs of fixed and mobile firefighting equipment at Offices, residential, aviation, Oil and gas facilities e.g. Fixed equipment - fire hose reel, fire hydrants, fixed monitor, smoke alarms, etc. Mobile equipment – portable fire extinguishers, fire delivery hoses, fire branch pipes, mobile foam units, etc.
5. Carry out preventive and corrective inspection, testing and maintenance of firefighting trucks and portable fire pumps including provision of maintenance spares, materials, and overhaul/refurbishment.



6. Provide fire prevention activities within the company's residential, office, aviation, logistics base, oil and gas facilities. Respond to SPDC, Regulatory, 3P drills and emergency call-outs to combat fires, effect rescues, salvage work and attend to other emergencies that threaten lives, company assets, the environment or any location as may be assigned.
7. Carry out statutory inspection and pressure testing of breathing apparatus and fire extinguisher cylinders, and afterwards refill the fire cylinders with extinguishing media.
8. Provide and maintain adequate stock level of firefighting consumables to support fire cover and firefighting operations at designated SPDC oil and gas facilities, and any other location where fire risk and exposure exists.
9. Provision of specialised PPE for the firemen.
10. Provide tire 2 medical emergency response (Medical First Aid).

### **3.0 Mandatory Requirements**

1. To be eligible for this tender exercise, interested contractors are required to be pre-qualified as essential service vendors in the product category 3.02.02 (Safety, Health, and Environment Consultancy), 3.05.17 (Safety / Protection / Security / Firefighting System Services, Architectural refurbishment, Fire & gas, Halon) and 1.16.03 (Firefighting Equipment/Products) in NipeX Joint Qualification System (NJQS) data base. Only successfully pre-qualified suppliers in this category will receive Invitation to Technical & Commercial Tender (ITT).
2. To determine if you are pre-qualified and view product/service category you are listed for, open <http://vendors.nipex-ng.com> and access NJQS with your login details, click on continue Joint Qualification Scheme tool, click check my supplier status and then click supplier product group.
3. If you are not listed in a product/service category you are registered with DPR to do business, contact NipeX office at 27b Oyinkan Abayomi Drive, Ikoyi, Lagos, with your NUPRC certificate as evidence for necessary update.
4. To initiate the NJQS prequalification process, access [www.nipex-ng.com](http://www.nipex-ng.com) to download the application form, make necessary payments and contact NipeX office for further action.
5. To be eligible, all tenders must comply with the Nigerian Content Requirements in the NipeX system

### **4.0 Nigerian Content Requirements**

Vendors are to demonstrate strict compliance with the provisions of Nigerian Oil & Gas Industry Content Development Act and also provide the following requirements:

1. Tenderer shall demonstrate that entity is a Nigerian-registered company with greater than 51% equity shareholding. Also provide form CO2 and CO7 with evidence of registration with NCDMB NOGICJQS and NUPRC
2. Detailed description of the location of in-country committed facilities & infrastructure (Administrative/Technical offices, workshop, laboratory) in Nigeria to support this contract.
3. Tenderer shall comply with the latest approved version of NCDMB HCD guideline by committing (via a letter of undertaking) to providing Project-Specific training, man-hour, budget, skill development and understudy plan for Nigerian personnel utilizing OGTAN registered trainer(s) or other approved NCDMB training institution(s).

4. Tenderer shall provide evidence of what percentage of your key management positions is held by Nigerians and what percentage of the total work force are Nigerians. Also, show overall percentage of work to be performed in Nigeria and those by Nigerian resources relative to total work scope.
5. In line with the latest NCDMB NCEC approved guideline, Bidders shall submit either/any of the following NCEC Categories CS/EC/DA demonstrating capacity and capability to execute the scope of the work  
(Emergency/Firefighting/HSE & Related Services).

**5.0 Closing Date:** Only Tenderers who are registered in the product category 3.02.02 (Safety, Health, and Environment Consultancy), 3.05.17 (Safety/Protection/Security/Firefighting System Services, Architectural refurbishment, Fire & gas, Halon) and 1.16.03 (Firefighting Equipment/Products) . NJQS product/category as at **14th August 2024** being the advert close date shall be invited to submit Technical & Commercial bids

## **6.0 Additional Information**

- All costs incurred in preparing and processing NJQS prequalification shall be to the contractor's accounts.
- Suppliers that are prequalified for this product/service category in NJQS must ensure that the name and contact details (physical address, email address and telephone number) of their company and authorised/responsible personnel are up to date in their company profile in the NJQS database.
- SPDC shall communicate only with authorized/responsible personnel of prequalified companies and not through unauthorized individuals or agents.
- All respondents to SPDC must ensure full compliance with the Nigerian Oil and Gas Industry Content Development Act, 2010. (NOGICD) All respondents should educate themselves on the requirements of the NOGICD and ensure full compliance. Non-Compliance is a FATAL FLAW.
- This advertisement shall neither be construed as any form of commitment on the part of SPDC to award any contract to any company and or associated companies, sub-contractors or agents, nor shall it entitle prequalified companies to make any claims whatsoever, and/or seek any indemnity from SPDC and or any of its partners by virtue of such companies having been prequalified in NJQS.
- SPDC will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or Agents.

ES/NCDMB/SPDC/ADV/UPD/240424/PROVISIONS OF EMERGENCY RESPONSE  
SERVICES- CW767088

**ETHNOCENTRIQUE LIMITED - REQUEST FOR PROPOSAL (RFP) FOR LEGAL AND  
IP PARTNER**

*DEADLINE: 10TH AUGUST, 2024*

*ETHNOCENTRIQUE LIMITED*

*4B PRINCE KAYODE AKINGBADE CLOSE, VICTORIA ISLAND LAGOS*

*www.ethnocentrique.com*

*REQUEST FOR PROPOSAL (RFP): LEGAL AND IP PARTNER*

**BACKGROUND**

In alignment with the organization's strategic vision to empower young Nigerians with dignified work opportunities, Ethnocentrique is launching the "Fashion MSME Skills and Cluster Development Programme." This pilot intervention aims to provide standardized skills to 5,000 young individuals in Abia State, Nigeria, focusing on garment, footwear, and leatherwork through a cluster apprenticeship system.

The program includes training, understudy, and internship opportunities with 1,000 Mastercraft persons (MCPs). Additionally, support will be extended to existing youth-led MSMEs in the identified cluster areas, offering business development support, tools, and networks to access new markets and finance for growth.

**Program Components:**

a) Youth Apprenticeship: 5,000 young individuals provided technical skills in garment, footwear, and leatherwork through apprenticeship-styled training. The program will also provide non-technical support to the participants, such as,

I. Business Soft Skills

II. Digital market tools and platforms to access new market opportunities

III. IP and other relevant legal and trade laws to inform and protect against copyright infringements, trademarks, etc.

b) Mastercraft Persons (MCPs): The program will also provide training, access to market, finance, and other relevant market opportunities for growth for 1,000 MCPs in the selected trade areas.

c) MSME Support: Business development assistance, access to finance, access to new markets, and other support services for 3000 existing youth-led MSMEs in the cluster areas.

**Program Objectives:**

The goals and objectives of this pilot program include the following:

a) Introduce and equip 5,000 young women and men with the skills and knowledge required to build a successful career in the fashion subsector of garment, footwear, and leatherwork.

b) Using the National Skills Qualification Framework (NSQF), assess and upskill 1,000 Mastercraft professionals with standardized and market-relevant skills to ensure the apprentices

are being trained on current market-relevant skill sets.

c) Working with certified BDS providers to expand access to market linkages for the MCPs, their apprentices, and 3000 existing entrepreneurs / MSMEs operating within the clusters across Abia state.

d) Support the MSMEs and Apprentices to utilize online distribution channels i.e. Agogo Africa, etc.

e) Provide access to finance linkages via FCMB for the 3000 supported entrepreneurs.

f) In close collaboration with partner legal firms and relevant industry stakeholders, initiate conversations with the Nigeria Copyright Commission, on policy enforcement and increased awareness for intellectual property rights in the fashion industry.

### **Submission and Deadline:**

This Request for Proposal (RFP) is issued to evaluate service providers that will be able to meet the required services as detailed in the scope of work. Interested candidates should send a proposal with not more than 15 pages indicating the above competences indicating the proposed model, work plan and data collection tools. A detailed budget breakdown, and organization/company profile should accompany this proposal.

The deadline for submission is the **10th of August 2024**. Kindly ensure that all requested documents are provided.

For questions and enquiries please contact Jeremiah on [Jeremiah.Ubunama@ethnocentrique.com](mailto:Jeremiah.Ubunama@ethnocentrique.com).

### Contact Information:

Jeremiah Ubunama

[jeremiah.ubunama@ethnocentrique.com](mailto:jeremiah.ubunama@ethnocentrique.com)

+2347080133633

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**QATAR CHARITY- REQUEST FOR BIDS FOR HOTELS PRE-QUALIFICATION  
QUESTIONNAIRE*****QATAR CHARITY******REQUEST FOR BIDS FOR HOTELS PRE-QUALIFICATION QUESTIONNAIRE******RFQ NO.: 071/2024***

Qatar Charity is a Doha-based non-governmental organization founded in 1992 in accordance with the laws and regulations governing charitable work in the State of Qatar. The Qatari society was expressing a deep willingness to contribute to the international solidarity chain and to participate in addressing the most important development and humanitarian challenges faced by vulnerable communities around the world. This willingness was derived from the Qatari society's values, principles and cultural heritage and Qatar Charity came as the institutional solution that would cater to it. Initially founded to provide life-saving assistance to children affected by conflicts or natural disasters, Qatar Charity then expanded its areas of expertise to include various humanitarian and development aid fields which include Education and Culture, Health, Water, Income generating, housing for the poor, Social, Quran Centres and Relief projects. providing relief and assistance to more than 110 million beneficiaries worldwide. With funding from Qatar, Qatar Charity is assisting the government of Nigeria (GON) to support vulnerable communities in achieving progress and prosperity by providing adequate support for vulnerable communities through robust social welfare systems and related services in various states within Nigeria.

Please provide us with your information for the Hotels prequalification questionnaire as detailed in the link Below: <https://ee.kobotoolbox.org/x/LtvJacuU>

**IMPORTANT NOTES:**

- Interested companies must fill the above link
- For any enquiries kindly contact Mr. Kamalu Abdullahi on +234 8086739675 or via email: kabubakar@qcharity.org

**FUTURE RESILIENCE AND DEVELOPMENT FOUNDATION (FRAD)- INVITATION  
TO TENDER FOR UPGRADE OF HAND PUMP BOREHOLE TO SOLAR MOTORIZED  
BOREHOLE IN SHINKAFI**

*DEADLINE: 10TH AUGUST, 2024*

*FUTURE RESILIENCE AND DEVELOPMENT FOUNDATION (FRAD)*

*CALL FOR TENDERS: UPGRADE OF HAND PUMP BOREHOLE TO SOLAR MOTORIZED  
BOREHOLE IN SHINKAFI*

**About FRAD Foundation**

Future Resilience and Development Foundation (FRAD) is a registered non-profit organization with the corporate affairs commission in accordance with the Nigerian Law. We work with the Vision of a sustainable future where everyone can access development leaving no one behind and a Mission to build the resilience of vulnerable populations using locally available solutions that ensures participation leaving no one behind. This Vision and Mission guides our work in the thematic areas of GBV, Child protection, Nutrition, Education, early recovery and livelihood, and WASH. Over the years, FRAD has reached more than 20,000 children, men, women and girls through its various interventions.

**Compliance**

FRAD is a compliant organization and only work with reputable Vendors and suppliers that will support our programming through the supply of goods and services. It is mandatory for all companies that will do business with FRAD to be compliant to all government regulations and must provide evidence through documentation of their compliance.

**Purpose of the call for tender**

The purpose of this call for tender is to solicit competitive offers for the following The Upgrade of Hand Pump Borehole to Solar motorized Borehole in Shinkafi  
(Tender/2024/FRAD/IOM/RRF/019/30/07/2024)

The tender call also aims to select reliable company that can be awarded this contract, FRAD is keen to working with suppliers who can deliver the work within good time, with quality and value for money.

Submission of tender should include all the documents attached for this tender application, signed stamped with all supporting documents.

**GENERAL CONDITIONS:**

1. The closing date of this tender is fixed on **10/08/2024 at 4:30 PM** in FRAD Foundation Head office at the following address No 55 Mandau Street, Bulumkutu Abuja, and Maiduguri Borno State.
2. Tenderer must fill, sign, stamp all attached documents

3. The BOQ table should be fill and print it on the bidder's letter head.
4. The offer to the call for tender may not result in the award of a contract.
5. The offer must be submitted to FRAD Foundation Security Desk on arrival department in a sealed envelope with the mention not to be opened before tender opening date.
6. Unsealed envelope and late offers will not be considered.
7. All documents submitted will be verified and company must be in full compliance with government regulations.
8. Send email request for tender documents using the dented title and Number  
tofrad.procurement@fradfoundation.org

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**FUTURE RESILIENCE AND DEVELOPMENT FOUNDATION (FRAD)- INVITATION  
TO TENDER FOR REHABILITATION AND CONSTRUCTION OF SANITATION  
FACILITIES IN SHINKAFI**

*DEADLINE: 10TH AUGUST, 2024*

*FUTURE RESILIENCE AND DEVELOPMENT FOUNDATION (FRAD)*

*CALL FOR TENDERS: REHABILITATION AND CONSTRUCTION OF SANITATION FACILITIES  
IN SHINKAFI*

**About FRAD Foundation**

Future Resilience and Development Foundation (FRAD) is a registered non-profit organization with the corporate affairs commission in accordance with the Nigerian Law. We work with the Vision of a sustainable future where everyone can access development leaving no one behind and a Mission to build the resilience of vulnerable populations using locally available solutions that ensures participation leaving no one behind. This Vision and Mission guides our work in the thematic areas of GBV, Child protection, Nutrition, Education, early recovery and livelihood, and WASH. Over the years, FRAD has reached more than 20,000 children, men, women and girls through its various interventions.

**Compliance**

FRAD is a compliant organization and only work with reputable Vendors and suppliers that will support our programming through the supply of goods and services. It is mandatory for all companies that will do business with FRAD to be compliant to all government regulations and must provide evidence through documentation of their compliance.

**Purpose of the call for tender**

The purpose of this call for tender is to solicit competitive offers for the following

- Rehabilitation and Construction of sanitation facilities in Shinkafi  
(Tender/2024/FRAD/IOM/RRF/004/30/07/2024)

The tender call also aims to select reliable company that can be awarded this contract, FRAD is keen to working with suppliers who can deliver the work within good time, with quality and value for money.

Submission of tender should include all the documents attached for this tender application, signed stamped with all supporting documents.

**GENERAL CONDITIONS:**



1. The closing date of this tender is fixed on **10/08/2024 at 4:30 PM** in FRAD Foundation Head office at the following address No 55 Mandau Street, Bulumkutu Abuja, and Maiduguri Borno State.
2. Tenderer must fill, sign, stamp all attached documents
3. The BOQ table should be fill and print it on the bidder's letter head.
4. The offer to the call for tender may not result in the award of a contract.
5. The offer must be submitted to FRAD Foundation Security Desk on arrival department in a sealed envelope with the mention not to be opened before tender opening date.
6. Unsealed envelope and late offers will not be considered.
7. All documents submitted will be verified and company must be in full compliance with government regulations.
8. Send email request for tender documents using the dented title and Number tofrad.procurement@fradfoundation.org

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**SEPLAT ENERGY PLC- INVITATION TO TENDER FOR PROVISION OF  
MANPOWER SUPPORT SERVICES FOR NNPC/SEPLAT JV**

*DEADLINE: 9TH AUGUST, 2024*

*SEPLAT ENERGY PLC*

*(ON BEHALF OF THE NNPC/SEPLAT JOINT VENTURE)*

*NipeX TENDER REF. NO.: SEPLAT.00000114*

*NCDMB CERTIFICATE NO.: ES/NCDMB/SEPLAT-NCP/IPPG/260224*

*TENDER OPPORTUNITY: PROVISION OF MANPOWER SUPPORT SERVICES FOR  
NNPC/SEPLAT JV*

**1.0 INTRODUCTION:**

Seplat Energy Plc, on behalf of the NNPC/SEPLAT Joint Venture (hereinafter referred to as "Company") seeks interested and pre-qualified contractors for the PROVISION OF MANPOWER SUPPORT SERVICES FOR NNPC/SEPLAT JV on call-off basis as detailed in item 2 below. The contract is proposed to commence in Q1 2025 and continue for three (3) firm years plus two (2) year optional extension.

**2.0 SERVICES REQUIRED/SCOPE OF WORK:**

The Scope of Work outlines the responsibilities, expectations and deliverables for the provision and management of 3rd party manpower supply personnel and auxiliary support service contract to Seplat Energy Plc.

**Contingent Workforce deployment:** source and recruit qualified contractor staff who are expected to occupy short term establishment positions based on Seplat's specifications, and be managed in compliance with best labour practices and Nigerian Labour Law provisions which includes but not limited to the following:

**Management and Oversight:**

- Supervision and management of contractor staff performance, including regular evaluations.
- Provide necessary training to contractor staff to align with Seplat's standards and expectations.

**Administrative Support:**

- Handle payroll processing, benefits administration, medical insurance, group life insurance, statutory tax remittances (pension, NSITF, ITF, PAYE, etc.), work permit/visa for Expatriates and other administrative tasks related to contract staff.
- Prompt salary payment before the end of the month.
- Compliance with legal and regulatory requirements related to employment.

**Performance Metrics**

Key Performance Indicators (KPIs):

- Timely deployment of contractor staff.
- Adherence to performance standards and client satisfaction.
- Compliance with legal and regulatory requirements.
- Effective issue resolution and communication.

**Reporting:**

The Contractor shall submit regular reports to Seplat, including but not limited to:

- Monthly performance reports.
- Staffing updates and changes.
- Any issues or concerns that may impact on the contract.

**2. Contract For Service:** This includes the use of own personnel to provide different auxiliary services along different service groups. Services will be provided for Seplat Energy Plc's service groups (user departments) in areas including but not limited to:

- Service contract that covers Supply Chain Management services such as Logistics, Inventory, Warehousing, etc.
- Service contracts that cover other Business Services such as Drivers, Catering, Admin & Front Desk Service, etc.

**3.0 MANDATORY TENDER REQUIREMENTS:**

1. To be eligible for this tender exercise, interested Tenderers are required to be pre-qualified in the following categorization codes (Product/Service) of NipeX Joint Qualification System (NJQS) database:

- a. Manpower Supply, Temporary Staff Hiring Technical: 3.18.18
- b. Manpower Supply, Temporary Staff Hiring Administration: 3.18.19

All Successfully prequalified suppliers in this category will receive Invitation to Tender (ITT)

2. To determine if you are pre-qualified and view the product/service category you are listed for: you may log-in to <https://vendors.nipex-ng.com> and access NJQS with your log in details. Click on Products/Services Status tab to view your status and product codes.

3. If you are not listed in a Product/Service category and you are registered with NUPRC to do business, contact NipeX office at 27b, Oyinkan Abayomi Drive, Ikoyi, Lagos with your NUPRC certificate as evidence for verification and necessary update.

4. To initiate the JQS pre-qualification process, you may access [www.nipex-ng.com](http://www.nipex-ng.com) to download the requisite application form, make necessary payments and contact NipeX office. For further action, click on services tab followed by NJQS registration.

5. In addition, Tenderers shall also be required to comply with the Nigerian Content requirements in the Nigerian Oil & Gas Industry Content Development Act 2010

#### **4.0 NIGERIAN CONTENT DEVELOPMENT:**

1. Demonstrate that only Nigerian indigenous company having greater than or equal to 51% Nigerian shareholding in the registered company, by providing details of company ownership and shareholding structure (form CO2 and CO7).
2. Provide evidence of registration on NOGICD JQS portal.
3. Submit Tenderer's corporate organizational and project/contract specific organ ogram for all key personnel and CV's of all personnel as listed in the project organogram.
4. Tenderer shall provide a detailed description of the location of in-country committed facilities & infrastructure (assets, equipment, technical office, and administrative space, storage, workshop, and assembly area) in Nigeria to support this contract.
5. In line with the NCD Human Capacity Development Initiative, Bidder shall commit to providing Project-Specific training, man-hour, budget, skill development and understudy plan for Nigerian personnel utilizing OGTAN registered trainer(s) or other approved NCDMB training institution(s).
6. Tenderer shall provide evidence of Binding MOA with Nigerian companies for the procurement of all items for execution of the work scope.
7. Tenderer shall provide evidence of Purchase Orders, Project Completion Certificates, Bill of Landing etc.) of at least 50% Nigerian ownership of all equipment to execute this work scope.
8. In line with NCDMB Guidelines specific to this tender, the bidder shall provide a valid Nigerian Content Equipment Certificate (NCEC) Category 1, 2, 3, 4, or 5 under the CS (Consultancy & Studies Group) for provision of manpower services

#### **5.0 CLOSING DATE:**

Only Tenderers who are registered with either of the NJQS product service codes stated above as at **4pm on 9th August 2024**, being the advert closing time/date shall be invited to submit Technical and Commercial Bids.

#### **6.0 ADDITIONAL INFORMATION:**

1. All costs incurred in preparing and processing NJQS prequalification and responding to this Tender Opportunity shall be to the Contractor's own account.
2. This advert shall neither be construed as any form of commitment on the part of Company to award any contract to any Contractor and or associated contractors, sub-contractors or agents, nor shall it entitle Prequalified Contractors to make any claims whatsoever, and/or seek any indemnity from Company and/or any of its partners by virtue of such Contractors having been pre-qualified in NJQS.
3. The tendering process shall be undertaken in accordance with the NNPC contracting process which requires pre-qualified Contractors to submit their documentation in the following manner:

- Pre-Qualified contractors in the relevant Services category in NJQS will be requested to submit their Technical and Commercial Tenders at the same time, Double Envelope Tender (DET).
  - Following the Technical evaluation process, only technically acceptable and financially qualified contractors will have their Commercial Tenders opened and evaluated
4. Company will communicate only with authorized officers of the qualifying Companies at each stage of the Tender process, as necessary, and will NOT communicate through individuals or appointed Agents.
  5. This tender and any related process neither creates any commitment by Company nor establish any legal relationship.
  6. All information must be provided in English Language.
  7. Notwithstanding the pre-qualification in NJQS, Company is neither committed nor obliged to include your company on any bid list or to award any form of contract to your company and/or associated companies, sub-contractors, or agents.
  8. Company will not enter any form of communication with interested bidder(s) from the commencement date of this "Invitation To tender".
  9. Willful submission of any fictitious document will attract suspension from participation in future bids.
  10. Only pre-qualified companies in the appropriate supplier Categorization shall be invited for tendering.
  11. NNPC/SEPLAT reserves the right to reject any pre-qualified supplier at their sole discretion and at no cost whatsoever.
  12. Evaluation of tenders and selection of successful bidders will be based on proven capability of a bidder to offer the service.

Please visit Nigerian Petroleum Exchange (NipeX) portal at [www.nipex-ng.com](http://www.nipex-ng.com) for this advert and other information and note that this tender will be processed through NipeX system.

**Disclaimer:**

This "Invitation To Tender" shall not be construed to be a commitment on the part of NNPC/SEPLAT to award any form of contract to any company and/or associated companies, sub-contractors or agents; nor shall it entitle any company submitting documents to claim any indemnity from NNPC/SEPLAT and/or any of its partners by virtue of such companies having responded to this advertisement.