



NATIONAL COMMISSION FOR REFUGEES, MIGRANTS AND INTERNALLY DISPLACED PERSONS, (NCFRMI)



EXPRESSION OF INTEREST/INVITATION TO TENDER FOR 2022 CONSTITUENCY IN CAPITAL AND ZONAL INTERVENTION PROJECTS

1. INTRODUCTION

The National Commission for Refugees, Migrants and Internally Displaced Persons (NCFRMI), pursuant to its mandate of providing Care and Maintenance, Durable Solution, Rehabilitation and Resettlement of persons of Concerns (PoCs) in Nigeria tends to procure Goods, Works and Services for the execution of various projects under its 2022 Appropriation.

The Commission hereby invites interested and suitably qualified and competent Suppliers, Contractors and Consultant with requisite expertise and experience to Tender and submit Expression of Interest (EOI) for the procurement of the following:

2. SCOPE OF GOODS, WORKS AND SERVICES CATEGORY: GOODS

CATEGORY 1. NCFRMI CONSTITUENCY IN CAPITAL PROJECTS

1A. PROCUREMENT OF GOODS UNDER THE CONSTITUENCY IN CAPITAL PROJECTS

LOT NO.	PROJECT DESCRIPTION
1A1	SUPPLY OF EMPOWERMENT MATERIALS AND GRANTS TO SMALL-SCALE WOMEN TRADERS IN AYAUWA, ABAJI, FCT
1A2	SUPPLY OF FERTILIZER TO YOUTH FARMERS IN AYAUWA, ABAJI, FCT
1A3	SUPPLY OF ASSORTED GRAINS TO IDPS IN HOST COMMUNITIES IN KEBBI STATE
1A4	SUPPLY OF FOOD ITEMS TO DISPLACE POPULATION IN MAMBILA
1A5	SUPPLY OF PUMPING MACHINES TO FARMERS IN KWARA/WAMAKKO CONST SOKOTO STATE
1A6	PURCHASE OF GENERATORS, HAIR DRYERS, CLIPPERS AND WATER PUMPS FOR YOUTH/WOMEN EMPOWERMENT IN BARKIN-LADI/RIYOM CONSTITUENCY PLATEAU STATE
1A7	PROVISION OF RELIEF MATERIALS IN MADAGALI/MICHKA FEDERAL CONSTITUENCY ADAMAWA STATE
1A8	SUPPLY OF EMPOWERMENT MATERIALS TO WOMEN AND YOUTHS IN OTUKPO/OHIMINI FEDERAL CONSTITUENCY, BENUE STATE
1A9	PROCUREMENT OF ASSORTED GRAINS TO COMMUNITIES AFFECTED BY FLOOD IN GAMAWA FEDERAL CONSTITUENCY BAUCHI STATE
1A10	PROCUREMENT OF ROOFING ZINC IN GAMAWA FEDERAL CONSTITUENCY BAUCHI STATE
1A11	PROCUREMENT OF FOOD ITEMS FOR IDP IN ALUA, ADDAMARI AND DUSUMAN AT JERE LGA, BORNO STATE
1A12	PROCUREMENT OF FOOD ITEMS FOR IDP IN TUBA, BALE GALTIMAN AND GONGULON AT JERE LGA, BORNO STATE
1A13	SUPPLY OF FOOD AND NON-FOOD ITEMS IN BURSARI/GEIDAM/YUNUSARI FEDERAL CONSTITUENCY, YOBE STATE
1A14	EMPOWERMENT OF THE AGED AND PHYSICALLY CHALLENGED PEOPLE IN EGBADO SOUTH/IPOKIA FEDERAL CONSTITUENCY, OGUN STATE
1A15	PROVISION OF FURNITURE IN IMOTU COMMUNITY COMMERCIAL ACADEMY, IFOYINTEDO, IPOKIA LOCAL GOVERNMENT, OGUN STATE
1A16	PROCUREMENT OF FOREIGN USED TOYOTA SIENNA 2005-2007 MODEL FOR TRANSPORT SUPPORT TO YOUTHS IN EHIME MBANO, IHITTE UBOMA AND OBOWO LOCAL GOVERNMENT AREA, IMO STATE.
1A17	SUPPLY OF MOTORCYCLES GRINDING AND SEWING MACHINES, FOR ALIERO/GWANDU/JEGA FEDERAL CONSTITUENCY, KEBBI STATE.
1A18	SUPPLY OF GRAINS (RICE) TO KWARA/WAMAKKO FEDERAL CONSTITUENCY, SOKOTO STATE.
1A19	SUPPLY AND EMPOWERMENT MATERIALS TO INTERNALLY DISPLACED PERSONS IN ANKPA/OLAMABORO/OMALA FEDERAL CONSTITUENCY, KOGI STATE
1A20	SUPPLY OF EDUCATIONAL MATERIALS TO SELECTED SECONDARY SCHOOLS IN ANKPA FEDERAL CONSTITUENCY, KOGI STATE
1A21	SUPPLY AND DISTRIBUTION OF WATER PUMPS FOR IRRIGATION FARMING TO FARMERS IN CHIBOK/DAMBOA/GWOZA FEDERAL CONSTITUENCY, BORNO STATE
1A22	SUPPLY AND DISTRIBUTION OF RICE TO IDPS IN CHIBOK/DAMBOA/GWOZA FEDERAL CONSTITUENCY, BORNO STATE
1A23	SUPPLY OF EMPOWERMENT MATERIALS FOR THE PROVISION OF KEKE NAPEP AND FRIDGE FREEZERS IN KATSINA NORTH
1A24	PROVISION OF FOOD ITEMS MATERIALS TO IDPS IN BORNO STATE
1A25	EMPOWERMENT OF WOMEN, WIDOWS AND UNEMPLOYED YOUTH IN LAGOS ISLAND 1 FEDERAL CONSTITUENCY, LAGOS
1A26	SUPPLY OF E-HAILING CARS IN SURULERE 1 FEDERAL CONSTITUENCY
1A27	PROVISION OF LAPTOPS FOR HAK SELECTED BENEFICIARIES IN ABUJA
1A28	SUPPLY OF TRICYCLES, AGRICULTURAL CHEMICALS IN MADAGALI/MICHKA FEDERAL CONSTITUENCY, ADAMAWA
1A29	SUPPLY OF AGRICULTURAL SUPPORT TOOLS AND MATERIAL TO WOMEN AND YOUTH IN ISIALA MBANO/OKIGWE/ONUIMO FEDERAL CONSTITUENCY, IMO STATE
1A30	SUPPLY AND DISTRIBUTION OF RICE TO INTERNALLY DISPLACED PERSONS IN IRA/CHIBOK/MAGUMERI/GALA/DIKWA/MOBAR/JERE AND MAIDUGURI LGAs OF BORNO STATE
1A31	SUPPLY OF FERTILIZER FOR FARMERS IN KAZAURE, JIGAWA NORTHWEST SENATORIAL DISTRICT
1A32	SUPPLY OF MOTORCYCLES TO THE PEOPLE OF TAURA, JIGAWA NORTHWEST SENATORIAL DISTRICT
1A33	SUPPLY OF MOTORCYCLES AND TRICYCLES
1A34	SUPPLY OF ECONOMIC EMPOWERMENT STARTER PACK FOR THE PEOPLE FOR THE PEOPLE OF JIGAWA NORTHWEST SENATORIAL DISTRICT, JIGAWA STATE

1B. PROCUREMENT OF WORKS UNDER THE CONSTITUENCY IN CAPITAL PROJECTS

LOT NO.	PROJECT NAME
1B1	PROVISION OF SOLAR BOREHOLES IN SOME COMMUNITIES IN IGBO-ETITUI/IZO-UWANI FEDERAL CONSTITUENCY ENUGU STATE
1B2	PROCUREMENT OF 33KVA/500WTS TRANSFORMER IN GASSA, BARKIN-LADI/RIYOM FEDERAL CONSTITUENCY, PLATEAU STATE.
1B3	CONSTRUCTION OF 1KM RURAL ACCESS ROAD WITH TWO SIDE DRAINAGES IN ABAK, ABAK/ETIM EKPO/IKA FEDERAL CONSTITUENCY, AKWA IBOM STATE
1B4	INSTALLATION OF 3 IN 1 SOLAR LIGHT IN ANAMBRA EAST & WEST FEDERAL CONSTITUENCY IN ANAMBRA STATE.
1B5	CONSTRUCTION OF A BLOCK OF 2 CLASSROOMS IN AYEDIRE/IWO/OLA-OLUWA FEDERAL CONSTITUENCY, OSUN STATE.
1B6	SUPPLY & INSTALLATION OF ALL-IN-ONE SOLAR STREET LIGHT, ACROSS OTUKPO/OHIMINI FEDERAL CONSTITUENCY, BENUE STATE
1B7	COMPLETION OF ASPHALTING AND CONSTRUCTION OF DRAINAGE IN AGUKU-EZIONYE ROAD, EZINIFITE AGUATA FEDERAL CONSTITUENCY, ANAMBRA STATE.
1B8	CONSTRUCTION OF YOUTHS SPORT CENTRES IN NASARAWA LGC IN NASARAWA/TOTO FEDERAL CONSTITUENCY, NASARAWA STATE.
1B9	CONSTRUCTION OF SOLAR STREET LIGHTS IN KIBIYARANO/RUM RUM FEDERAL CONSTITUENCY, KANO
1B10	RENOVATION AND EQUIPPING OF ICT CENTER IN LAGOS EAST SENATORIAL DISTRICT
1B11	ALL-IN-ONE SOLAR STREET LIGHTS IN SELECTED LOCATIONS IN AKOKO NORTH/SOUTH FEDERAL CONSTITUENCY, ONDO
1B12	PROVISION OF SOLAR STREET LIGHTS IN AKANGBA/AIRWAYS AND SELECTED LOCATIONS WITHIN LAGOS
1B13	CONSTRUCTION OF ALL IN ONE SOLAR STREET LIGHTS IN EGBADO SOUTH/IPOKIA FEDERAL CONSTITUENCY, OGUN STATE
1B14	PROVISION AND INSTALLATION OF SOLAR STREET LIGHTS FOR SELECTED COMMUNITIES IN OVIA FEDERAL CONSTITUENCY, EDO
1B15	PROVISION AND INSTALLATION OF 500KVA TRANSFORMERS IN ADO-ODO/OTA FEDERAL CONSTITUENCY, OGUN
1B16	CONSTRUCTION OF RURAL ROADS IN SOBA FEDERAL CONSTITUENCY, KADUNA
1B17	REHABILITATION OF ROADS IN IJEBU ODE/ODOGBOLU/IJEBU NORTHEAST FEDERAL CONSTITUENCY, OGUN STATE
1B18	SUPPLY AND INSTALLATION OF ALL-IN-ONE SOLAR STREET LIGHTS ACROSS OTUKPO/OHIMINI FEDERAL
1B19	RENOVATION AND FURNISHING OF A BLOCK OF SIX CLASSROOMS AT ST. JOHN'S ANGLICAN SCHOOL, ALADURA, AJILETE, OGUN STATE.
1B20	SUPPLY AND INSTALLATION OF SOLAR STREET LIGHTS IN OJODU VARIOUS LOCATIONS, LAGOS STATE
1B21	SUPPLY AND INSTALLATION OF SOLAR STREET LIGHT AT MAIGATARI INTERNATIONAL BORDER MARKET AND ENVIRONS, MAIGATARI LGA
1B22	CONSTRUCTION OF ASPHALT ROAD WITH DRAINAGES IN THE IDP HOUSING UNITS IN JAJIMAJI LGA
1B23	SUPPLY AND INSTALLATION OF SOLAR STREET LIGHT IN SOME SELECTED LOCATIONS OF NORTH EAST
1B24	INSTALLATION OF 100 SOLAR STREET LIGHT IN MARABA MUSAWA, MUSAWA LGA, KATSINA STATE
1B25	CONSTRUCTION OF ROAD IN POTISKUM, YOBE STATE

1C. PROCUREMENT OF SERVICES UNDER THE CONSTITUENCY IN CAPITAL PROJECTS

LOT NO.	PROJECT NAME
1C1	PROVISION OF ENTERPRENUERSHIP TRAINING FOR VICTIMS OF BANTITAY IN SOKOTO STATE
1C2	TRAINING AND EMPOWERMENT OF IDPS IN BORNO STATE
1C3	TRAINING OF WIDOWS IN VOCATIONAL SKILLS IN SELECTED LOCAL GOVERNMENTS OF OGUN WEST SENATORIAL DISTRICT
1C4	ENTERPRENUERSHIP TRAINING FOR YOUTHS AND GRADUATES ON SOAPS AND CREAMS MAKING IN APAPA FEDERAL CONSTITUENCY, LAGOS STATE
1C5	ENTERPRENUERSHIP TRAINING OF YOUTHS AND GRADUATES ON SOAPS AND CREAM MAKING IN IFAKO/IJAYE
1C6	TRAINING AND SUPPLY OF EMPOWERMENT MATERIALS AND EQUIPMENT IN ILAJE/ESE-ODO FEDERAL CONSTITUENCY, ONDO STATE.
1C7	TRAINING ON INDIGENOUS FABRICATED FARM TOOLS FOR IMPROVED AGRICULTURAL PRODUCTIVITY FOR YOUTHS IN ANKPA, KOGI STATE.
1C8	SKILL DEVELOPMENT, CAPACITY TRAINING AND START-UP FOR YOUTHS IN ANKPA FEDERAL CONSTITUENCY, KOGI STATE
1C9	TRAINING AND EMPOWERMENT OF YOUTHS AND WOMEN ACROSS FIKA/FUNE FEDERAL CONSTITUENCY, YOBE STATE
1C10	TRAINING /ADVOCACY OF THE KAMPALA CONVENTION (IDPS POLICY) AND CASH GRANT TO NDUJU/NISSINI/BOMBE/NDIRE/NDODE/BATRA/KABEL/BORWASHE GULGUM AND KUTILAR RESETTLED COMMUNITIES IN THE NORTHEAST, BORNO STATE.
1C11	SKILL ACQUISITION AND GRANTS FOR THE INTERNALLY DISPLACED PERSONS IN SARGUM/KALTUNGO FEDERAL CONSTITUENCY, GOMBE STATE
1C12	STRATEGIC EMPOWERMENT OF WOMEN AND YOUTHS IN ANAMBRA NORTH SENATORIAL DISTRICT, ANAMBRA
1C13	STRATEGIC EMPOWERMENT OF WOMEN AND YOUTHS IN OGUN EAST SENATORIAL DISTRICT, OGUN
1C14	STRATEGIZ EMPOWERMENT (FB) OF WOMEN AND YOUTHS IN

KIBIYARANO/RUM RUM FEDERAL CONSTITUENCY, KANO

1C15	PROVISION OF GRANT FOR YOUTHS AND WOMEN IN BAKURA/MARADUN FEDERAL CONSTITUENCY, ZAMFARA STATE
1C16	SANITIZATION AND DOMESTICATION OF IDP'S POLICIES IN SELECTED LGAS OF JIGAWA STATE
1C17	EMPOWERMENT / TRAINING IN VARIOUS SKILLS AND TRADES OF INTERNALLY DISPLACED YOUTHS & WOMEN IN IDAH, IBAJI, IGALAMELA/ODOLU & OFU FEDERAL CONSTITUENCY, KOGI STATE
1C18	VOCATIONAL SKILL AND EMPOWERMENT TRAINING FOR YOUTHS ON COSMETOLOGY FOR IDPS IN NIGER EAST SENATORIAL DISTRICT.

CATEGORY 2. NCFRMI ZONAL INTERVENTION PROJECTS

2A. PROCUREMENT OF GOODS UNDER THE ZONAL INTERVENTION PROJECTS

LOT NO	PROJECT DESCRIPTION
2A1	SUPPLY OF GRINDING MACHINES AND THREE INCH WATER PUMPING MACHINE WITH ACCESSORIES FOR YOUTHS AND WOMEN EMPOWERMENT IN THE NORTH EAST
2A2	SUPPLY OF VARIOUS EMPOWERMENT EQUIPMENT FOR WOMEN AND YOUTHS IN IDPS IN NIGER EAST SENATORIAL DISTRICT, NIGER STATE
2A3	SUPPLY OF TRICYCLES AND SEWING MACHINES IN BURSARI/GEIDAM/YUNUSARI FEDERAL CONSTITUENCY, YOBE STATE
2A4	PROVISION OF WATER PUMP AND MOTORCYCLES FOR ALIERO/GWANDU/JEGA FEDERAL CONSTITUENCY, KEBBI STATE
2A5	SUPPLY OF MOTORCYCLES TO KWARA/WAMAKKO FEDERAL CONSTITUENCY, SOKOTO STATE
2A6	SUPPLY OF MOTORCYCLES TO ANKA/TALATA MAFARA FEDERAL CONSTITUENCY, ZAMFARA STATE
2A7	SUPPLY OF 70 NOS TVC TRICYCLES TO BOMADI/PATANI FEDERAL CONSTITUENCY, DELTA STATE
2A8	SUPPLY F 42 NOS OF MOTORCYCLES TO BOMADI/PATANI FEDERAL CONSTITUENCY, DELTA STATE
2A9	SUPPLY OF 3 NOS 75HP YAMAHA OUTBOARD ENGINE TO BOMADI/PATANI FEDERAL CONSTITUENCY, DELTA STATE
2A10	SUPPLY OF 3 NOS 40HP YAMAHA OUTBOARD ENGINE TO BOMADI/PATANI FEDERAL CONSTITUENCY, DELTA STATE
2A11	SUPPLY OF FISH FEEDS TO SELECTED PONDS IN ISOKO NORTH FEDERAL CONSTITUENCY, DELTA STATE
2A12	PROVISION OF MOTORCYCLES FOR YOUTHS (MALE) IN ISOKO NORTH FEDERAL CONSTITUENCY, DELTA STATE
2A13	SUPPLY OF EDUCATIONAL MATERIALS IN ILAJE/ESE-ODO FEDERAL CONSTITUENCY, ONDO STATE
2A14	EMPOWERMENT OF WOMEN IN AJILETE, ORISADA-EYO AND ONIRO-AGUDE, OGUN STATE
2A15	SUPPLY OF FAIRLY USED TOYOTA FOR E-HAULING IN LAGOS STATE
2A16	PROVISION OF COOKING GAS (6KG) WITHIN IJEBU-NORTH/IJEBU-EAST/OGUN WATERSIDE FEDERAL CONSTITUENCY, OGUN STATE

2B. PROCUREMENT OF WORKS UNDER THE ZONAL INTERVENTION PROJECTS

LOT NO	PROJECT DESCRIPTION
2B1	CONSTRUCTION OF FENCE FOR THE IDP HOUSING UNITS IN GASHUA, YOBE STATE
2B2	CONSTRUCTION OF SOLAR POWERED BOREHOLES AND SOLAR STREET LIGHT IN ASHIAHU ALAKE STREET, ADELODUN GOBIER PEACE COMMUNITY, ALONG KANGILE ROAD, SANGO ILORIN, KWARA STATE
2B3	PROCUREMENT OF 11KVA 500WTS TRANSFORMER IN RIYOM WARD IN BARKIN-LADI/RIYOM FEDERAL CONSTITUENCY, PLATEAU STATE
2B4	CONSTRUCTION OF SOLAR POWERED BOREHOLES IN AYEDIRE/IWO/OLAOLUWA FEDERAL CONSTITUENCY, OSUN STATE
2B5	CONTINUATION OF THE CONSTRUCTION OF THE ATKORI COMMUNITY HEALTH CENTRE, ATKORI, IJEBU-IGBO, IJEBU-NORTH LGA, OGUN STATE

2C. PROCUREMENT OF SERVICES UNDER THE ZONAL INTERVENTION PROJECTS

LOT NO	PROJECT DESCRIPTION
2C1	TRAINING AND SKILLS ACQUISITION OF YOUTHS AND WOMEN ACROSS OTUKPO/OHIMINI FEDERAL CONSTITUENCY, BENUE STATE
2C2	SEMINAR/TRAINING OF YOUTHS AND WOMEN EMPOWERMENT IN AMAC/BWARI FEDERAL CONSTITUENCY, ABUJA
2C3	ENTREPRENEURSHIP DEVELOPMENT TRAINING FOR YOUTHS IN AMAC/BWARI FEDERAL CONSTITUENCY, ABUJA.
2C4	TRAINING AND EMPOWERMENT OF WOMEN IN OIL MILLING IN DAMATURU/TARMUWA/ GUJBA, GULANI FEDERAL CONSTITUENCY, YOBE STATE
2C5	SENSITIZATION AND SUPPLY OF RELIEF MATERIALS TO VICTIMS OF INSURGENCY IN DAMATURU/TARMUWA/ GUJBA, GULANI FEDERAL CONSTITUENCY, YOBE STATE
2C6	TRAINING OF YOUTHS AND WOMEN IN AGRICULTURE AND SUPPLY OF AGRICULTURAL IMPLEMENTS IN DAMATURU/TARMUWA/ GUJBA, GULANI FEDERAL CONSTITUENCY, YOBE STATE
2C7	TRAINING AND EMPOWERMENT OF YOUTHS IN EZZA NORTH/ISHIELU FEDERAL CONSTITUENCY, EBONYI STATE
2C8	VOCATIONAL TRAINING AND EMPOWERMENT OF UNEMPLOYED YOUTHS IN BEADS MAKING IN IBARAPA CENTRAL/ IBARAPA NORTH FEDERAL CONSTITUENCY, OYO STATE
2C9	SOCIAL INVESTMENT PROGRAMME AND FINANCIAL SUPPORT FOR MSMEs, LAGOS STATE

3.0 ELIGIBILITY REQUIREMENTS

- 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 the Partners in case of Business Name) for the last three (3) years valid till 31st December, 2022;
- c. Evidence of Pension Clearance Certificate valid till 31st December, 2022 (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, 2022 (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) Compliance Certificate valid till 31st December, 2022;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2022 or valid Certificate issued by BPP.
- g. Evidence of Original Equipment Manufacturer (OEM)/Representative for the procurement of equipment;
- h. Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the National Commission for Refugees, Migrants and Internally Displaced Persons 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;
- i. Company's Audited Accounts for the last three (3) years - 2019, 2020 & 2021, duly acknowledged by the Federal Inland Revenue Service (FIRS);
- 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;
- j. Works: List of Plants/Equipment with proof of Ownership/Lease;
- k. For Training: Evidence of accreditation by Centre for Management Development (CMD)
- m. For ICT projects: Evidence of accreditation by Computer Registration Council of Nigeria and NITDA.
- n. Electricity Jobs: Evidence of current Licence issued by Nigerian Electricity Management Services Agency (NEMSA);
- o. 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, Mobile Telephone Number, and e-mail address. The Letterhead Paper must bear the Names, Phone Numbers and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

4.0 COLLECTION OF TENDER DOCUMENTS (GOODS & WORKS)

Interested firms are to collect bid documents from the **Office of the Head Procurement, 2nd Floor, Federal Secretariat, Phase 1, Shehu Shagari Way, Maitama, Abuja** upon presentation of evidence of payment of a non-refundable tender fee of ten thousand Naira (N10,000.00) per lot to the TSA Account in favour of **NCFRMI** by using the Central Bank of Nigeria (CBN) payment gateway platform that can be accessed from the REMITA website at www.remita.net.

N.B: Interested bidders for the Procurement of **Consultancy Services (Category 1C & 2C)** are exempted from paying Tender Fees at the initial stage until they are pre-qualified to the Issuance of Request for Proposal (RFP) stage.

5.0 SUBMISSION OF BID

For Expression of interest (EOI):

Interested and qualified tenderers for the procurement of Consultancy Services are expected to submit Two (2) bound EOI documents sealed in an envelope and clearly marked "Expression of Interest". The name of the company, project title and Lot No. should be boldly written on the reverse side of the envelope and should be addressed to:

**The Honourable Federal Commissioner,
National Commission for Refugees, Migrants & Internally Displaced Persons (NCFRMI)
2nd Floor, Federal Secretariat, Phase 1,
Shehu Shagari Way, Maitama,
Abuja.**

and dropped in a box at in the designated Tender Box at **2nd Floor, Federal Secretariat, Phase 1, Shehu Shagari Way, Maitama, Abuja not later than 12:00 noon Tuesday, 31st May, 2022.**

For Invitation to Tender:

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to:

**The Honourable Federal Commissioner,
National Commission for Refugees, Migrants & Internally Displaced Persons (NCFRMI)
2nd Floor, Federal Secretariat, Phase 1,
Shehu Shagari Way, Maitama,
Abuja.**

and clearly marked with *(the name of the project and the 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 at **Procurement Unit, 2nd Floor, Federal Secretariat, Phase 1, Shehu Shagari Way, Maitama, Abuja, not later than 12:00 noon Tuesday, 28th June, 2022.**

6.0 OPENING OF EOI AND TECHNICAL BIDS

For Expression of Interest:

The EOI will be opened immediately after the deadline for submission at **12:00 noon Tuesday, 31st May, 2022** in the **Commission's conference Hall, Second Floor, Federal Secretariat Complex, Phase 1, Shehu Shagari Way, Maitama, Abuja.**

For Invitation to Tender:

Only the Technical bids will be opened immediately after the deadline for submission at **12:00 noon Tuesday, 28th June, 2022** in the **OSGF's conference hall, ground floor, Federal Secretariat Phase I, Abuja** in the presence of bidders or their representatives, while the Financial bids will be kept un-opened.

7.0 GENERALS INFORMATION:

- i. Copy of evidence of payment should be included in the Technical submission;
- ii. No Company/Firm should bid for more than two (2) Lots;
- iii. Attendees at the bids opening shall be required to wash hands, use hand sanitiser, wear mask and observe physical distancing. The Bids Opening will be covered by video recording and invitation link will be sent to bidder who chooses to join the bid opening online
- iv. Category 1C & 2C: Only Shortlisted firms will be invited at a later date for collection of Request for Proposal.
- v. Category 1A & 2A, 1B & 2B: Only pre-qualified bidders from Technical Evaluation will be invited at a later date for Financial Bid Opening, while financial bids of unsuccessful bidders will be returned un-opened.
- vi. Late submission will be returned un-opened.
- vii. Bidders shall be responsible for all expenses incurred in the preparation of their Bids.
- viii. Failure to satisfactorily fulfil the conditions as requested above will result to the invalidation of such tender.
- ix. NCFRMI reserves the right to verify the authenticity of claim(s) made by any tendering company.
- x. NCFRMI shall reserve the right to disqualify any submission based on unverifiable Information.
- xi. Please note that this exercise places no commitment on NCFRMI nor establishes any legal relationship whatsoever.
- xii. The NCFRMI 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

**Honourable Federal Commissioner
National Commission for Refugees, Migrants and Internally Displaced Persons**