



FEDERAL MINISTRY OF HUMANITARIAN AFFAIRS, DISASTER MANAGEMENT AND SOCIAL DEVELOPMENT (FMHADMSD) FEDERAL SECRETARIAT, PHASE 1, ABUJA

INVITATION FOR PRE-QUALIFICATION/TECHNICAL BIDS/EXPRESSION OF INTEREST (EOI) FOR WORKS, GOODS AND CONSULTANCY SERVICES FOR THE IMPLEMENTATION OF 2022 APPROPRIATION ACT

1.0 INTRODUCTION

The Federal Ministry of **Humanitarian Affairs, Disaster Management and Social Development (FMHADMSD)** intends to execute projects as contained in the 2022 Appropriation Act. In compliance with the provisions of the Public Procurement Act, 2007, and other extant guidelines for the Award of contracts in the Federal Public Service, the Ministry wishes to invite experienced and competent Contractors, Suppliers and Service Providers to submit Pre-qualification, Technical and Expression of Interest (EOI) documents for the execution of Year 2022 projects.

2.0 SCOPE OF WORKS/ASSIGNMENTS

Details of the Scope of Works/Specifications and Assignments are contained in the Bid Documents. The projects were grouped into categories A to C. Bidders are therefore, requested to submit Pre-qualification, Technical and Expression of Interest documents in respect of the categories chosen on the basis of the requirements listed in Sections 3.0, 4.0 and 8.0 of this publication. The projects are listed in the table below:

CATEGORY "A": WORKS

LOTS	PROJECT TITLE
A1.	Drilling of Solar-Powered Borehole with Surface Tank
A2.	Construction of VIP toilets in ASP learning Hubs
A3	Construction of Community Skills Development Empowerment Centres
A4	Installation of Solar Street Light in various communities of Dass and Tafawa Balewa LGA, Bauchi
A5	Installation of Solar Street Light in various communities in Kano North Senatorial District
A6	Installation of Solar Street Light in selected areas of Ikwo/Ezza Federal Constituency of Ebonyi State
A7	Drilling of Solar Powered Borehole in Gwadawa/Illela Federal Constituency, Sokoto State
A8	Construction of ICT Centre in Gwadabawa and Illela LGAs, Sokoto State
A9	Construction of Women Skill Acquisition Centre at Illela town, Illela LGA of Sokoto State
A10	Installation of Solar Street Light in Gwadabawa/Illela federal Constituency of Sokoto State
A11	Construction of Women Skill Acquisition Centre at Illela town, Illela LGA of Sokoto State
A12	Construction of Women Skill Acquisition Centre at Salame town, Gwadabawa LGA of Sokoto State
A13	Installation of Solar Street Lights in Afikpo South LGA, Ebonyi South Senatorial District
A14	Construction of ICT Centres in Various Communities in Onitcha LGA, Ebonyi South Senatorial
A15	Construction of Solar Powered Boreholes in various communities in Bassa LGA of Kano North Senatorial District
A16	Construction of Solar Powered Borehole in Ogbia LGA of Bayelsa State
A17	Construction of Solar Powered Borehole in various communities of Dass and Tafawa Balewa LGAs of Bauchi State
A18	Construction of Solar Powered Borehole in various communities of Alkaleri LGA of Bauchi State
A19	Construction of Solar Powered Borehole in various communities of Bauchi LGA of Bauchi State
A20	Construction of Solar Powered Borehole in various communities of Toro LGA of Bauchi State
A21	Construction of ICT Centres in various communities in Rimi LGA of Katsina State
A22	Construction of Solar Powered Boreholes in various communities in Bassa LGA of Plateau North Senatorial District
A23	Construction of Solar Powered Boreholes in Jos South LGA of Plateau North Senatorial District
A24	Construction and equipping of Farm-to-Kitchen Centers
A25	Construction of Vocational Skills Centers

CATEGORY B:GOODS

LOTS	PROJECT TITLE
B1	Supply of Plastic Desks for Out-of-School Learning Hubs
B2	Supply of N-Power Tools, Devices and Equipment
B3	Supply and Installation of Learning Shed
B4	Supply of IT Hardware and Software
B5	Supply of Office Furniture & Fittings
B6	Supply of Office Equipment
B7	Supply of Computer 60Nos. Laptop, 60Nos. Desk-Top
B8	Supply of 40Nos. Fridges ,30Nos. Photocopiers and Photocopy Stand
B9	Supply of 5Nos. Fire Proof Cabinet,25Nos. Steel Cabinet
B10	Supply of Printer, Shredders, Stabilizers, Rechargeable Lamp, Extension Wire and Water Dispenser
B11	Supply of 4Nos. Utility Vehicles
B12	Supply of 7Nos. Project Vehicles
B13	Supply of Relief Materials to IDP's In selected locations within the Seven (7) LGA's in Kaduna Central Senatorial District, Kaduna State
B14	Supply of Relief Materials to IDP's in Kebbi South Senatorial District, Kebbi State
B15	Supply of Relief Materials to IDP's In Borno South Senatorial District, Borno State
B16	Supply of Office Machines and Equipment in the New Office Building: Supply of office machines and equipment
B17	Supply of Office Equipment and Installation: Supply of office machines and equipment.
B18	Supply of food items to cushion the effect of Covid 19 in Jega LGA of Kebbi State

B19	Supply of Relief Materials to IDPs in Borno South Senatorial District, Borno State
B20	Supply of Grains for Poverty Alleviation to Kware/Wamako of Sokoto State
B21	Supply of Grains to Vulnerable Households in Gwadabawa/Illela Federal Constituency, Sokoto State
B22	Provision of Empowerment Materials in Ikono LGA of Akwa Ibom State
B23	Provision of Educational Materials in Surulere Federal Constituency, Lagos State
B24	Provision of Food Stuffs to IDPs in Miringa, Borno State
B25	Supply of Grains to victims of Banditry in Gwadabawa/Illela Federal Constituency of Sokoto State
B26	Supply of Grains and Processed Rice to widows and orphans affected by natural disaster in Ikwo/Ezza South Federal Constituency of Ebonyi State
B27	Supply of Bajaj Motorcycles to Ilesha Baruba in Baruten/Kaiyama Federal Constituency of Kwara State
B28	Supply and Distribution of 50Kg bags of parboiled rice, red beans and maize to Illorin SouthLGA, Kwara State to cushion the effect of COVID-19
B29	Supply and Distribution of Bajaj/TVS Motorcycles to Wudil/Garko Federal Constituency, Kano State
B30	Equipping ICT Centre in Gwadabawa and Illela LGA, Sokoto State
B31	Supply of equipment for Women Skill Acquisition Centre at Illela town, Illela LGA of Sokoto State
B32	Supply of Learning Materials
B33	Supply of Pupils' Wares and Utensils

Category C:Consultancy Services

LOTS	PROJECT TITLE:
C1	Empowerment of Agricultural Skills, Women and Youth of Aliero/Gwandu/Jega Federal Constituency of Kebbi State
C2	Empowerment of Solar Powered skills to youth and women in Gubio LGA of Borno State
C3	Disbursement of Grant for Payment of Waec fee for Secondary School students and University undergraduate affected by the Covid 19 Pandemic in IKWO/Ezza South federal Constituency of Ebonyi state
C4	Training in Agric Business and empowerment of youth and women affected by communal clashes in Amagu, Ofenekpe and Alike in Ikwo/Ezza South Federal Constituency of Ebonyi State
C5	Grant to empower small enterprises mostly affected by COVID-19 pandemic in Illorin South, Illorin East LGAs in Kwara State
C6	Value Chain Empowerment for Persons of concern
C7	Establishment Of A National Early Warning System For Mitigation Of Disasters And Forced Migration: Development and Design of Early Warning system.
C8	Establishment of Reception Centers for Emergencies (Pilot Reception Centres)
C9	Establishment of Civil Security Coordination Structures for North-East
C10	Consultancy Services for Capacity Building and Provision of Hands-on Tools to Boost Proficiency in ICT
C11	Consultancy for Define Social Protection Floors: Engage Experts and Coordinate the Establishment and Popularization of National Social Protection Floor in line with the Universal Social Protection Floor and Constitutional Provisions
C12	Operational Research on Prevailing and Emerging Social Problems and Humanitarian Challenges
C13	Consultancy Services for NSIP Training Services
C14	Consultancy Services for Monitoring and Evaluation
C15	Consultancy Services for Enumeration of NSIP beneficiaries
C16	Consultancy for NSIP IT Services

3.0 ELIGIBILITY REQUIREMENTS

3.1 The Ministry, in compliance with the provisions of the Public Procurement Act, 2007 and the Public Procurement Regulations for Works, Goods and Services, will carry out pre-qualification/short listing of companies/service providers that respond to this advertisement based on the following requirements:

- a) Evidence of **Certificate** of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC1.1 or CAC2 and CAC7. Business Name is also acceptable for Services;
- b) Evidence of Company's current Annual returns to CAC;
- c) Evidence of Tax Clearance **Certificate** (or Personal Income Tax Clearance Certificate of all the Partners in case of Business Name) for the last three (3) years (2019, 2020 & 2021) valid till 31st December, 2022.
- d) 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);
- e) 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);
- f) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2022;
- g) 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, 2022 or valid Certificate issued by BPP;
- h) Company's Audited Accounts for the last three (3) years - 2019, 2020 & 2021, duly acknowledged by the Federal Inland Revenue Service (FIRS);
- i) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);
- j) A Sworn Affidavit:
 - i. disclosing whether or not any officer of the relevant committees of the Federal Ministry of Humanitarian Affairs, Disaster Management and Social Development (FMHADMSD) 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;
 - ii. that no Partner/Director has been convicted in any country for criminal offences

related to fraudulent or corrupt practices, or criminal misrepresentation or falsification of facts relating to any matter;

- iii. that the company does not at the time of this bid have any existing loan or financial liability with a bank, other financial institutions or third party that is classified as doubtful, non-performing, bad or whose repayment portion has been outstanding for the last three months;

3.2 Local Content, Safety and Social Responsibility

- a) Indicate the quantum of verifiable employment to be generated stating projected numbers and specialities for skilled (Professional) and unskilled (Non-professional) Manpower.
- b) Submit verifiable key Management positions that are Nigerian National and the percentage of the company's total work force that will be beneficial to youth empowerment and community development in Nigeria;
- c) All bidders should include description of current Health, Safety and Environment (HSE) manuals and accident statistics for the past five (5) years; and
- d) Submit a plan on how to give first consideration to services provided from within Nigeria, raw materials and manufactured goods of Nigerian origin in line with the requirements of Nigerian Content.
- e) State the proposed social benefits to be accrued to the host communities where projects/services are domiciled.

4.0 PREQUALIFICATION/TECHNICAL/EXPRESSION OF INTEREST REQUIREMENTS

a) Bidders' Experience

Experience as a prime contractor on at least two (2) projects of similar nature and complexity within the last five (5) years (Copies of letters of Award / Certificates of completion to be attached)

b) Plant and Equipment

Verifiable evidence of proof of ownership and/or lease of the construction equipment for category A;

c) Financial Capacity

Reference Letter from reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;

d) Registration with Professional Bodies

Evidence of Firm's registration with relevant regulatory professional body(ies) e.g. NAICOM/Insurance, EHORECON/Cleaning Service, COREN/ QSRBN/ ARCON/ CORBON/ SURCON/Construction, NSCDC/Security, ESVARBON/Estate Surveying etc.

e) Projects related to ICT

Evidence of current registration/accreditation/membership with Computer Professionals Council of Nigeria and National Information Technology Development Agency (NITDA):

f) Manpower

Key personnel with evidence of registration with Professional bodies like COREN, QSRBN, ARCON, SURCON, CORBON, TOPREC, NIESV, CIPSMN etc. for projects related to ICT: Evidence of relevant degree and Certification in ICT related courses.

g) Turnover (for Works only)

Evidence of turnover of at least two times the bid price

h) Note that indigenous companies have an advantage in these categories.

i) Note that the documents should be arranged and submitted in the order as listed above and clearly separated by dividers and paginated.

5.0 ENQUIRIES

All enquiries are to be directed to:

The Director,

Procurement Department,
Room A3 3.31, 3rd Floor,
Federal Ministry of Humanitarian Affairs, Disaster Management and
Social Development, Federal Secretariat, Phase I, Abuja.
E-mail: procurement@fmhds.gov.ng, inremekabhive@gmail.com
Contact Engr. George Akpadolu on 09070615511

6.0 METHOD OF SUBMISSION

- a) Bids must be prepared in English Language and signed by the official authorized by the bidder.
- b) Two (2) copies of Prequalification/Technical documents/Expression of Interest (Eoi) documents must be submitted **on or before 12:00 noon on Monday, June 27, 2022 at the SGF's Conference Hall, Federal Secretariat Complex, ground floor, Phase 1, Abuja.** The documents placed in a sealed envelope addressed to the Permanent Secretary, FMHADMSD must be clearly marked with the **Name of the Project and Lot Number.**
- c) Furthermore, the reverse of each sealed envelope, should bear the name, address and phone number, of the Bidder. Late submissions will be returned un-opened.

7.0 OPENING OF PREQUALIFICATION/TECHNICAL / EOI DOCUMENTS

- a) Opening of Prequalification/ Technical / EOI Documents will be conducted immediately after the deadline for submission at **12:00 noon on Monday, June 27, 2022**, at the venue stated in 6(ii) above.
- b) ONLY technically shortlisted bidders will be invited at a later date for collection of financial bids and Request for Proposals.

8.0 ADDITIONAL INFORMATION

Subject to the Provisions of the Public Procurement Act, 2007 note that:

- a) the Ministry may verify any or all the claims made by applicants and shall disqualify any company whose claims are found to be false in addition to other sanctions that may be deemed necessary;
- b) bidders who have worked for the Ministry and have history of poor performance, abandonment, termination and/or prolonged contract execution period need not apply as their bids may be excluded from the process in line with Section 16(8)(b) of the PPA, 2007;
- c) bidders **should not** bid for more than two (2) Lots in all the Categories combined and violators shall be disqualified;
- d) the Ministry reserves the right to reject any and/or all prequalified Bidders at its sole discretion and at no costs whatsoever in line with Section 28 of the PPA, 2007;
- e) all costs incurred in responding to this advert and prequalifying for the projects shall be borne solely by the Bidders;
- f) none compliance to any of the above instructions will lead to disqualification;
- g) this advertisement shall not be construed as a commitment on the part of the Ministry to award contract to any bidder;
- h) Attendees at the bids opening shall be required to wash hands, use hand sanitiser, wear mask and observe physical distancing. The Bids Opening in the presence of observers will be covered by video recording and invitation link will be sent to bidder who chooses to join the bid opening online
- i) 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: and
- j) The Federal Ministry of Humanitarian Affairs, Disaster Management and Social Development is not bound to shortlist/prequalify 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:
Dr. Nasir Sani-Gwarzo mni, NPOM
Permanent Secretary