



NATIONAL OIL SPILL DETECTION AND RESPONSE AGENCY (NOSDRA)

NAIC HOUSE, 5TH FLOOR, PLOT 590, ZONE AO,
CENTRAL BUSINESS DISTRICT, ABUJA

INVITATION TO TENDER FOR 2024 CAPITAL PROJECTS

1. INTRODUCTION

The Federal Government of Nigeria through the office of the National Oil Spill Detection and Response Agency (NOSDRA) invites interested, competent and reputable Contractors and Suppliers with relevant experiences and good track records to submit bids for the following 2024 Capital Projects/Programmes:

2. SCOPE OF GOODS/WORKS CATEGORY A (GOODS)

LOT NO.	PROJECT TITLE
Lot G1	Biometric Clocking/Attendance
Lot G2	Upgrade of the Command and Control Centre Infrastructure Infr

CATEGORY B (WORKS)

LOT NO.	PROJECT TITLE
Lot W1	Erosion Control Project in Selected Communities in Ekiti Central Federal Constituency II Comprising Ijero Ekiti West and Efon Local Government, Ekiti State

3. ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the following documents:

- Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7;
- Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2024;
- Evidence of Pension Clearance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;
- Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2024 or valid Certificate issued by BPP.
- Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the National Oil Spill Detection and Response Agency 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;
- For Supply of Equipment: Letter of Authorization as representative of the Original Equipment Manufacturers (OEMs);
- For ICT: Evidence of current registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA)
- Company's Audited Accounts for the last three (3) years -2021, 2022 & 2023;
- Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional Certificates such as COREN, QSRBN, ARCON, CORBON etc.;
- Verifiable documentary evidence of at least three (3) similar jobs (in size, nature & complexity) executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- Works: List of Plants/Equipment with proof of Ownership/Lease Agreement;
- For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided indicating among others the Lead Partner (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);

Note: All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

4.0 COLLECTION OF TENDER DOCUMENTS: -

Interested Companies are to collect the Standard Bidding Document (SBD) from the **Procurement Unit, Right Wing 5th Floor of the National Oil Spill Detection and Response Agency (NOSDRA), Abuja** on evidence of payment of a Non-Refundable Tender Fee of **Ten Thousand Naira (N10, 000.00)** only per Lot, paid into the NOSDRA, Abuja's Remita Account in any reputable Commercial Bank in Nigeria, using GIFMIS Code: **1000016734**. All bidders must fill the Bid Collection Register after the collection of the Bidding Document.

5.0 SUBMISSION OF BID DOCUMENT (GOODS & WORKS)

Prospective bidders are to submit bid for each of the lot desired, two (2) Hard Copy each of the Technical and Financial Bids with softcopy of financial bid only in MS Excel format contained in Flash drive, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bids". Thereafter, put the sealed envelopes together in a bigger sealed envelope address to:

**The Director-General/CEO,
National Oil Spill Detection and Response Agency (NOSDRA)
NAIC House, 5th Floor, Plot 590, Zone AO, Central Business District, Abuja.**

And clearly marked with "**PROJECT NAME AND LOT NO**". Further, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box at Right Wing 5th Floor of NOSDRA, not, later than **12:00 noon, Monday, 15th April, 2024**.

6.0 OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for the submission of bids at **12:00 noon, Monday, 15th April, 2024** at the **Agency's Conference Room, 5th Floor, NAIC House, Abuja** in the presence of bidders or their representatives, while the financial bids will be kept un-opened. Please ensure that you sign the Bid Submission Register in Procurement Unit Office, as NOSDRA will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact Director (Procurement) on e-mail: procurement@nosdra.gov.ng

7.0 GENERAL INFORMATION

- Bids must be in English Language and signed by an official authorised by the bidder;
- The documents should be arranged in the order listed at 3 above and clearly separated by dividers;
- All costs will be borne by the bidders;
- Bids submitted after the deadline for submission would be returned un-opened;
- Bidders should not bid for more than one (1) Lot;
- The Technical Bids will be opened in the presence of Bidders or their representatives, CSOs in the area of Anti-Corruption and Transparency and Private Professional Bodies; and will be covered by video; invitation link will be sent to bidder who chooses to join the bid opening online;
- Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened;
- The National Oil Spill Detection and Response Agency (NOSDRA) is not bound to pre-qualify any bidders 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:

Director - General

National Oil Spill Detection and Response Agency (NOSDRA)