

NATIONAL EYE CENTRE

(NATIONAL INSTITUTE OF OPHTHALMOLOGY)

P.M.B 2267, NNAMDI AZIKIWE WAY, OFF WESTERN

BYE PASS, KADUNA- NIGERIA

**EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES NATIONAL EYE CENTRE
KADUNA**

(1.0) INTRODUCTION

The National Eye Centre, Kaduna, a Federal Government Parastatal under the Federal Ministry of Health, responsible for specialist eye care services, hereby invites suitable and qualified Consultants to express their interest to carry out Medical Outreaches in the 2018 capital projects as follow:

(Lot 1): Medical Outreach in Kaduna Senatorial District

(Lot 2): Medical Outreach in Kaduna, Kaduna State

(Lot 3): Medical Mission for the sick in Kagoro Town

(Lot 4): Medical Mission in Kafanchan Town

(2.0) SCOPE OF WORK AND SPECIFICATION

The scope of work will include surgery, scanning, medical laboratory tests, among others, as provided in the Bid document.

(3.0) ELIGIBILITY CRITERIA

Interested Companies are required to submit the following documents and present original copies for sighting during the bid opening.

- (i) Up to date practicing licence

- (ii) Verifiable evidence of incorporation and registration with Corporate Affairs Commission (Certificate).
- (iii) Verifiable evidence of compliance with Pension Reform Act, 2014 by inclusion of current certificate of compliance from the National Pension Commission.
- (iv) Verifiable evidence of compliance with the Nigeria Social Insurance Trust Fund (Employee Compensation Act, 2010) by inclusion of current compliance Certificate from NSITP.
- (v) Tax clearance certificates verifiable from Federal inland Revenue Services (FIRS) for the past three (3) years (2015, 2016 and 2017) expiring in December, 2018.
- (vi) Verifiable evidence of past experience for similar jobs, by inclusion of Award letter. Certificate of Job Completion etc
- (vii) Company profile including list of professional staff, qualifications which include names, CV's and photocopy of certificates of staff.
- (viii) Company's audited account for the past three (3) years (2015, 2016 and 2017).
- (ix) Verifiable evidence of payment of tender fees (copy of payment receipt).
- (x) Verifiable evidence of compliance with Industrial Training Fund (ITF) Amended Act, 2011 by inclusion of current compliance letter from ITF.
- (xi) Verifiable evidence of registration with 8PP, National Database of Federal Contractors, Consultants and Service Providers, by inclusion of current Interim Registration Reports (IRR).
- (xii) Evidence of registration with Professional Bodies.
- (xiii) Evidence of at least five (5) years experience.
- (xiv) For joint Ventures, include Memorandum of Understanding (indicating the responsibilities and duties of Individual Firms constituting the Joint venture.
- (xv) All other criteria which may be useful for the Board during evaluation stage.

(4.0) COLLECTION OF TENDER DOCUMENTS

(4.1) Tendering documents shall be obtained from the Planning Division, Directorate of Administration, National Eye Centre, Kaduna on payment of Non-refundable bidding fees of NGN 30,000.00 (Thirty Thousand Naira only) for each lot. The Tender Documents will be

available for collection **from Monday 30 July, 2018 through Monday 10 September, 2018** within the working hours of **8.00am to 4.00pm** workdays,

(5.0) SUBMISSION OF EXPRESSION OF INTEREST

(5.1) Three (3) copies of Expression of Interest packaged in sealed envelopes, should be clearly marked as appropriate and put together in a big single (bigger) envelope. The name of the Consultancy Firm should be written at the top right hand corner of the envelope and addressed to:

The Chief Medical Director

National Eye Centre

P.M.B. 2267, Kaduna

(6.0) CLOSING DATE AND TIME OF SUBMISSION

The proposals should be deposited in the Tender box in the Office of the Chief Medical Director (CMC) on or before **14 September, 2018**.

(7.0) OPENING DATE, TIME AND VENUE

(7.1) The Opening of bid documents will commence at **12 noon on the day of the expiration 14 September, 2018** in the presence of the bidders or their representatives who may wish to witness the exercise.

(8.0) OTHER INFORMATION

(8.1) (a) Applicants should submit their applications with the above requirements and any other relevant information to the address below not later than **14 September, 2018**.

(b) Consultants are at liberty to express interest for more than one Lot.

(c) Only shortlisted Consultancy firms will be invited for further consideration.

(d) Further enquires can be made from the Office of the Director of Administration.

(9.0) DISCLAIMER

(9.1) This advertisement is published for information purposes only and does not constitute an offer by the Board to transact with any party for project, nor does it constitute a commitment or obligation on the part of the Board to procure concession services.

(9.2) The Board will not be responsible for any cost(s) or expenses) incurred by any interested party (ies) in connection with any response to this invitation or the preparation or submission response to an inquiry.

(9.3) The Board is not bound to shortlist any bidder and reserves the right to annul the selection process any time without incurring any liability (ies) and assigning any reason thereof.

MAL. A. A. UNGO

DIRECTOR OF ADMINISTRATION,

NATIONAL EYE CENTRE, KADUNA.