

NIGERIAN INSTITUTE OF ANIMAL SCIENCE

Established by Act No. 26 of 2007 as Amended 2015

Plot 1882, Cadastral Zone C. 13, Okanje District, Kabusa, Abuja, Fct. P. O. Box 15656, Wuse, Federal Capital Territory, Abuja

INVITATION FOR EXPRESSION OF INTEREST NIGERIAN INSTITUTE OF ANIMAL SCIENCE

(1.0) INTRODUCTION

The Nigerian Institute of Animal Science (NIAS) is desirous to engage the services of Consultancy Firms for the execution of Its Zonal Intervention Project under the 2018 Fiscal Year. In the light of the forgoing, the Institute hereby invites reputable, competent and Interested Consultants to tender for the execution of this project:

(2.0) PROJECT DESCRIPTION:

Lot 1	Provision of Empowerment Support in Ohoazara/Onicha/Ivo Federal Constituency, Ebonyi State.
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(3.0) ELIGIBILITY REQUIREMENTS:

Interested firms should submit two (2) bound EOI documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;
- (b) Evidence of Firm's Tax Clearance Certificate for the last three (3) years valid till 31 December, 2018;
- (c) Evidence of current Pension Compliance Certificate valid till 31 December, 2018;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2018;

- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December, 2018;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/ 2019 or valid Certificate issued by BPP.
- (g) Evidence of Firm's registration with relevant professional bodies;
- (h) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Nigerian Institute of Animal Science 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;
- (i) Company's Audited Accounts for the last three (3) years – 2015, 2016, 2017;
- (j) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria indicating willingness to provide credit facility for the execution of the project when needed;
- (k) Company resume, including profile of at least Four (4) key Technical staff with the required skills/experience to be deployed for the execution of contract. They must be Registered Animal Scientists, (RAS), with current
- (l) Verifiable documentary evidence of at least three (3) similar Jobs executed In the last five (5) years including Letters of Awards, Job Completion Certificates and Photographs of the projects;
- (m) 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) SUBMISSION OF EOI

Interested Firms should submit their EOIs sealed In an envelope and addressed

to:

The Registrar

**Nigerian Institute of Animal Science,
Plot 1882, Cadastral Zone C 13, Okanje District,
Kabusa, Abuja.**

EOI should be submitted at the Nigerian Institute of Animal Science

Headquarters, Plot 1882, Cadastral Zone C13, Okanje District, Kabusa, Abuja, **on or before 12:00 noon on Monday, 11 February, 2019.**

All Consultants shall bear all costs associated with the preparation and submission of its tender; the Tenders' Board shall not be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

Any Consultant or company who fails to submit the required documents will not be considered and also bid documents submitted after the submission date/time will be returned un-opened;

The tender as well as all correspondence and documents relating to the tender shall be written In English language.

(5.0) EOI OPENING

EOI shall be opened Immediately after the deadline **at 12:00 noon on Monday, 11 February, 2019**. Firms are expected to be physically present or be represented by persons at the Institute's Headquarters on the day of the EOI opening. Only shortlisted firms will be invited at a later date for collection of Request for Proposals.

(6.0) ENQUIRIES:

All enquiries on the advertisement are to be directed to:

The Registrar

**Nigerian Institute of Animal Science,
Plot 1882, Cadastral Zone C13, Okanje District,
Kabusa, Abuja.**

SIGNED

REGISTRAR