

## Overview

### **RADIOGRAPHERS REGISTRATION BOARD OF NIGERIA**

**(FEDERAL MINISTRY OF HEALTH)**

### **PRE-QUALIFICATION AND EXPRESSION OF INTEREST FOR 2021 CAPITAL PROJECTS RADIOGRAPHERS REGISTRATION BOARD OF NIGERIA**

#### **(1) INTRODUCTION**

In compliance with the requirement of the Public Procurement Act of 2007, the Radiographers Registration Board of Nigerian invites interest, competent and reputable contractors/Suppliers/Consultant with relevant experience, requisite and good track record to submit pre-qualification documents and Expression of Interest (EOI) for the following projects:

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Category A: Goods

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S/N	Project	Qty	Description
1	RRBN/21/111/G1	1no	2.5 Litres Petrol Engine (Sedan)

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Category A: Goods

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			(N'm)
2	RRBN/21/111/W2	Rehabilitation of Office Building in Lagos	25
3	RRBN/21/111/W3	Construction of Office Building in Enugu	
4	RRBN/21/111/C4	Research & Development	
5	RRBN/21/111/C5	Computerisation of Board Activities (Computer Acquisition Software)	

## **(2) 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 Firm's 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 2021

(c) Evidence of Pension Clearance Certificate valid till 31st December 2021 (applicable where number of staff is at least 15);

(d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2021 (applicable where number of staff is at least 5 or at least N50m turnover);

(e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December 2021;

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by BPP

(g) Evidence of Firm's current registration with relevant regulatory professional body(ies) e.g. COREN, NITDA/CPN/IT etc.

(h) Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Radiographers Registration Board of Nigeria (RRBN) 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 none of the Company's Director has been convicted for financial fraud in any country

(i) Company's Audited Account for the last three (3) years- 2018, 2019 & 2020

(j) 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's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their academic/professional qualifications (e.g. COREN, QSRBN, CORBON, ICAN etc.

(l) Works: List of Plants/Equipment with proof of Ownership/Lease;

(m) For G1: Only companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorized representatives should bid for the vehicle(s);

(n) All documents for submission must be transmitted with a covering/forwarding letter under the Company/Firms Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the 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 authorized officer of the firm

### **(3) SUBMISSION OF PRE-QUALIFICATION DOCUMENTS AND EXPRESSION OF INTEREST**

Interested firms are to submit two (2) bound of pre-qualification or Eol, separated by dividers and arranged as indicated above. The document should be submitted in a sealed envelope and addressed to The Registrar/Chief Executive, Radiographers Registration Board of Nigeria. Federal Secretariat Complex, Phase 1, Annex III, Block 58, 4th Floor Ahmadu Bello Way, Central Business District Abuja. Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the Registrar's Office not later than **12:00pm Monday, 26 July 2021**.

#### **(4) OPENING OF EOI DOCUMENTS**

The Eol documents will be opened immediately after the deadline for submission at 12:00pm Monday, 26 July 2021 in the Conference Room located at 4th Floor, Room 420. Please ensure that you sign the Bid submission register at Room 415 as the Radiographers Registration Board of Nigeria shall not be liable for misplaced or wrongly submitted bids. For further enquiries please contact the Procurement Unit on email: [Procurementunit@rrbn.gov.ng](mailto:Procurementunit@rrbn.gov.ng)

#### **(5) GENERAL INFORMATION**

- (1) Prequalification documents/Eol must be in English Language and signed by an official authorised by the bidder;
- (ii) Documents submitted after the deadline for submission would be returned un-opened;
- (iii) Bidders should not bid for more than two (2) Lots;
- (iv) All costs will be borne by the bidders
- (v) Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording with the presence of two (2) representatives of private-sector professional bodies and civil society organization in the areas of Anti-Corruption/Transparency;
- (vi) Only pre-qualified documents/shortlisted firms will be contacted at a later date for collection of Tender documents/Request for Proposals

(vii) The Radiographers Registration Board of Nigeria 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**

**PROF. MARK C. OKEJI**

**REGISTRAR/CHIEF EXECUTIVE**