

Overview

NATIONAL AGENCY FOR THE CONTROL OF AIDS (NACA)

REQUEST FOR PROPOSAL (RFP) FOR THE ENGAGEMENT OF CONSULTANT NATIONAL AGENCY FOR THE CONTROL OF AIDS (NACA)

TECHNICAL ADVISOR (TA) TO SUPPORT THE PRODUCTION OF THE NASCP/NTPP MONTHLY NEWSLETTER

Background:

The core responsibility and mandate of the National AIDS Control Programme (NASCP) is to coordinate the formulation and effective implementation of National Policies, Guidelines and Standard operating procedures for the biomedical prevention and treatment of HIV, STIs and Viral Hepatitis. With the re-establishment of the NTPP and recent selection of NASCP as a sub-recipient of the Nigeria 2021-2023 Global Fund grant, there is a need to engage consultants for the following activities:

- Technical Advisor (TA) to Support the Production of the NASCP/NTPP Monthly Newsletter

GUIDELINE FOR SUBMISSION AND OPENING OF DOCUMENTS

A complete set of Request for Proposal documents and Term of Reference (ToR) in the English Language for **Technical Advisor (TA) to Support the Production of the NASCP/NTPP Monthly Newsletter** can be obtained by clicking this link: https://naca.gov.ng/wp-content/uploads/2021/05/RfP-NASCP-Technical-Advisor_Consultant-for-NASCP-Newslette.pdf

The Proposals and Curriculum Vitae (CV) must be in English Language and submitted in four (4) copies (one original & three copies) in a sealed envelope marked at the topmost right corner “**Consultancy Services I, OR II, OR III, OR IV**” and the Name, Address, Email and Phone Number of the Consultant boldly written at the back of the envelope, with acknowledgment to NACA office at the address below. Endeavor to sign in your proposal in the Bid register.

Submission of application closes on **Wednesday 19 May 2021** by **12.00 noon**, and the submissions received will be opened immediately after closing at NACA Conference Room (Ground Floor) in the presence of consultants or their representatives that choose to attend.

ADDRESS FOR INFORMATION AND SUBMISSION OF BIDS

The proposals should be submitted to the address below.

Attention: Head Procurement

National Agency for the Control of AIDS (NACA)

Ground Floor

No. 3 Zinguinchor Street, Beside AEDC Office, Wuse zone 4, Abuja

All clarification questions may be sent to the email below on or before **12 noon of Wednesday 19 May 2021**

info@naca.gov.ng

Tel: +234-9-4613726-9 Fax: +234 94613700

GLOBAL FUND CODE OF CONDUCT

You shall get acquainted with the global fund code of conduct for suppliers using this link below: https://www.theglobalfund.org/media/3275/corporate_codeofconductforsuppliers_policy_en.pdf

Responding to this advert shall serve as an acknowledgment and agreement to abide by the Global Fund Code of Conduct for Suppliers.

WHISTLE BLOWING AND CHANNEL OF REPORTING GRIEVANCES AND INFRACTIONS.

Suppliers/Service providers are encouraged to send information on any infraction or grievances to the dedicated email account: ispeakoutnow@naca.gov.ng or naca.ispeakoutnow@gmail.com

NOTES/DISCLAIMER

- Late submissions will not be accepted.
- NACA shall verify any or all documents and claims made by applicants and will disqualify consultants with falsified documents and claims.

- If it is determined that submitted documents and claims have been falsified, the consultant may face prosecution in a court of Law.
- NACA shall not be held responsible for any disqualified proposal as a result of any omission or deletion relating to the submission guidelines.
- This advertisement shall not construed as a contract to any Consultant, nor shall it entitle any Consultant submitting documents to claim any indemnity from NACA.
- NACA is not bound to shortlist any Consultant and reserves the right to annul the bidding process at any time without incurring any liabilities or providing a reason.

Signed

Management.

Categories

Advertising & Media Consultancy Services Federal Government Health & Safety Management

TENDER TYPES

REQUEST FOR INFORMATION, PROPOSAL OR QUOTATION