

SAVE THE CHILDREN

INVITATION FOR TENDER

Tender Notice for: ESTATE & FACILITY MANAGEMENT SERVICE

Tender Reference: ITT/ ABUJA/ 2017/001

Save the Children is the world's leading independent organization for children. We work in 120 countries. We save children's lives; we fight for their rights; we help them fulfill their potentials. We work together with our partners, to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in their lives. We have over two million supporters worldwide and raised 1.6 billion dollars in 2011 to reach more children than ever before, through programs in Health, Nutrition, Education, Protection and Child Rights, also in times of humanitarian crises.

Save the Children International in Nigeria is inviting submissions of tenders for a contractual Agreement with a legally and formally registered ESTATE & FACILITY MANAGEMENT FIRM.

The Estate Management Agent responsibilities to Save the Children (SCI) will include but not limited to property sourcing, facility management, rent collection. The company will report directly to the Head of Logistics, Save the Children International.

Interested bidders should please contact Save the Children to express their interest and request for Complete Tender Documentation containing all details of this Tender Process, from **9th February, 2017 to 1st March, 2017** at the following address: **Save the Children International, No. 4 Danube Close off Danube Street Maitama FCT, Abuja, Nigeria.**

Also, it is possible to download the complete documentation concerning this tender at the link: <https://nigeria.savethechildren.net/tenders-bids/ittabuja2017001>

ONLINE/SOFTCOPY SUBMISSION IS NOT ACCEPTED

Tenders duly filled must be accompanied by:

- Evidence of Business Registration (Photocopy of CAC Certificate e.t.c as applicable)
- Signed SCI tender response form
- VAT/TAX registration certificate
- Certificate/License to practise as a certified Estate Management Service provider.

Bids must be put in wax- sealed envelope, clearly marked by "**Tender reference number– ITT/ABUJA/2017/001**" "**bidders name, address, legal Stamp and submit their technical document in one(1) original.**

For any queries:

Nigeria.tender@savethechildren.org or contact the address above to submit your email(s) for the tender documents to be forwarded for your kind perusal and action.

Closing Date: The last day for the submission of the completed tender documents will be 1stMarch, 2017 at 5:00pm

Save the Children International reserves the right to accept or reject the entire or partial part of this bid