

FEDERAL MINISTRY OF EDUCATION

NATIONAL EXAMINATIONS COUNCIL (NECO)

NATIONAL HEADQUARTERS COMPLEX

KM 8, MINNA-BIDA ROAD

P. M. B. 159, MINNA-NIGER STATE

ADDENDUM

The National Examinations Council (NECO) wishes to invite the general public to its earlier advertisements inviting interested/prospective contractors to bid for Year 2017 constituency projects under the council's supervision which was published in:

- (i) Page 44 of the Daily Trust dated Wednesday 1st November, 2017;
- (ii) Page 7 of the Nigerian Tribune dated Wednesday 1st November, 2017 and
- (iii) Page 11 of the Federal Tenders Journal dated Monday 13th Sunday 26th November, 2017.

Please note that deadline for the submission of documents/Tender opening has been extended to **Tuesday 11th December, 2017** by 11 a.m. for Expression of Interest (EOI) and Tuesday 16th January 2018 by 11 a.m. for invitation to bid.

We regret any inconveniences caused by this development. All other details remain unchanged.

Signed

Management

THE TENDER REFERRED TO ABOVE IS SEEN BELOW

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www.mynecoexam.com

REQUEST FOR EXPRESSION OF INTEREST

INTRODUCTION

Following the need for NECO to update its audit manual and the appropriation of funds for year 2017 constituency projects, the National Examinations Council (NECO) hereby invites interested reputable consultants with good track record of performance and experience, to submit “Expression of Interest” for the following consultancy services.

Lot 1 – To write a new audit manual which will reflect current required Internal audit engagement for better Internal audit operations of the Council.

Lot 2 – ICT Training of School Teachers in Idemili South, Anambra Central Senatorial District, Anambra State

The details of the outlined services will be provided in the terms of reference in the request for proposal document to be issued to only the shortlisted consultants.

ELIGIBILITY CRITERIA

- (a) Spiral Bound Company Profile with details of area of competence and qualifications of the firm and principal partners.
- (b) Evidence of Registration with Corporate Affairs Commission (CAC)
- (c) Evidence of Firm tax clearance certificate or that of the principal for the last three years (2015, 2016 and 2017)
- (d) Evidence of Registration with BPPs National Database of contractors, consultants and service providers.

- (e) Clearance Certificate from Pension Commission (PENCOM) as evidence of compliance with Pension Reform Act, 2004.
- (f) Evidence of compliance with ITF amendment Act 2011 by inclusion of compliance certificate from ITF.
- (g) Evidence of current practice license with the relevant professional body.
- (h) Evidence of similar experience of firm and Staff with Qualifications of staff.
- (i) Evidence of Registration with Financial Regulatory Council of Nigeria.
- (j) Evidence of NSITF compliance certificate.
- (k) Sworn Affidavit indicating that staff of NECO or BPP does not have any pecuniary interest and that no director or partner has ever been convicted.
- (l) Description of scope of similar projects carried out with dates of implementation, source of funding and other relevant indicators

SUBMISSION/OPENING

Three copies of Expression of Interest (EOI) must be packaged in sealed envelopes clearly marked:

LOT I

“Expression of Interest” to write a new Audit Manual

Or

LOT II

“Expression of Interest” for ICT training of school Teachers.

The envelope should be addressed to Registrar/Chief Executive, National Examinations Council (NECO), Km 8, Bida Road, Minna, dropped in a tender box at Procurement Division at the Registrar’s Block within the hours (8:00 a.m. – 5:00 p.m. Monday -Friday) before the deadline of **11a.m. 20th November, 2017.**

The expression of Interest will be opened immediately after the deadline at the Council's Board Room in the presence of the consultants or their representatives and interested NGOs.

You may obtain further Information from

Deputy Director

Procurement Division

Office of the Registrar/CE

NECO

Minna

Please Note:

Only shortlisted Consultants will be invited.

Late submissions shall be rejected.

This advert should not be termed as a commitment on the part of NECO or an indemnity.

All documents submitted are subject to verification and any form of canvassing shall result to disqualification.

Signed:

Management