

Federal Republic of Nigeria

Federal Ministry of Health

Request for Expression of Interest (EOI) For Consultancy Services

BACKGROUND

1. The Federal Government of Nigeria through the Federal Ministry of Health (FMOH) signed on to the implementation of Global Fund Round 8 on Health Systems Strengthening (HSS). The Principal Recipient (PR) of the fund is NACA, while the Department of Health Planning, Research & Statistics (DPRS) of the Federal Ministry of Health is a Subsidiary Recipient (SR) for the Strengthening Health Management Information System (SDA 3) component of the HSS.

1. There is provision in the approved work plan for the appointment of long term Consultants as embedded-staff to support the work of the DHPRS-NHMIS in the FMOH. The Consultants will be under the contract of the grant and will work throughout the duration of the grant. The contract of the Consultants will be renewable every year subject to satisfactory performance. The posts for Consultants required are listed below:
 - Senior NHMIS Advisor

 - Monitoring & Evaluation Advisor

 - Statistical Advisor

 - Capacity Building Advisor

1. Eligible and qualified competent Consultants with cognate experience are invited to submit their Expression of Interest (EOI) along with their Financial Proposal for only one of the posts listed above. The various work streams entailed in these consultancies will be elaborated in the various Requests for Proposal (RFP) that will contain the Terms of Reference for the assignments. PRE-QUALIFICATION requirements for SUBMISSION OF expression of INTEREST/FINANCIAL PROPOSALS

1. The Prequalification Requirements for the submission of Expressions of Interest (EOIs) from prospective consultants include the following:
 2. Curriculum Vitae of individual consultants/staff who will be assigned to the requested services(s), Including qualification, individual experience in handling assignments and attestation of availability;

 3. Capacity profile of the consulting firm;

4. Summary of similar projects/assignments executed or under execution by the firm/Individual to include brief descriptions of the role played in the execution of the assignment:
5. Full name and nationality (country of registration) of the company and contact person,
6. postal address, telephone number(s) and e-mail address for international firms;
1. Copy of Certificate of Incorporation with CAC and Forms CO7 for Nigerian firms;
2. Evidence of Registration with PENCOM and remittances of RSAs to PFAs; for Nigeria firms
3. Evidence of Company Audited Account for the last 3 years;
4. Evidence of Tax Clearance Certificate for the last 3 years for Nigerian Companies,
5. Company profile. Including ownership structure with the copy of Article of Association. Memorandum of Understanding and Firm's registration with COREN if applicable, NES for Nigerian firms or its equivalent for International firms.
6. Any other relevant information to support the application.

6. Consulting Firms/individuals will be selected in accordance with the procedures set out in the BPP Standard Request for Proposals for the selection of Consultancy firms, January 2008 SUBMISSION OF EXPRESSION OF INTEREST (EOIs)/FINANCIAL PROPOSALS

7. Expressions of interest (EOIs)/ Financial Proposals must be submitted in six (6) copies each; Including one (1) original and five (5) copies in 2 separate sealed envelopes clearly marked "Expression of Interest and Financial Proposals FOR ONLY ONE OF THE 4 POSTS" and delivered on or before 12.00 Noon Nigerian time (11.00am GMT), on 23rd August 2010 to the address below:

The Secretary;

Ministerial Tenders Board,

Federal Secretariat Complex,

Phase III, Podium G1, 1st Floor, Room 1.2,

Ahmadu Bello Way, CBD, Abuja.

OPENING OF PREQUALIFICATION DOCUMENTS/ FINANCIAL PROPOSALS

8. Prequalification documents will be opened by the Evaluation Committee immediately after the close of the submission date. Only prequalified consultants, a relevant NGO and a CSO will be invited to witness the public opening of the financial proposals

Please Note:

9. Invitations to tender for Goods, Works and Services within the threshold of the Permanent Secretary will be published on the Ministry's Notice Boards for interested contractors, suppliers and consultants to bid.

10. This advertisement shall not be construed as a commitment on the part of the Ministry nor shall it entitle a tenderer to make any claims or seek any indemnity from the Ministry by virtue of his/her response to the Advert.

Signed:

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Permanent Secretary