

National Health Insurance Scheme

Corporate Headquarters, Abuja

General Procurement Notice for The Execution of 2012 Projects

The National Health Insurance Scheme is an agency of the Federal Government of Nigeria established for the purpose of Facilitating easy access to quality healthcare services for all Nigerians. The Scheme intends to undertake the procurement of various Goods, Works and Consultancy Services under the 2012 Projects.

In compliance with the Public Procurement Act 2007, the Scheme hereby invites interested and reputable contractors and consultants with relevant experience and good track record to submit documents necessary for consideration for the execution of its 2012 projects.

Description of Projects

Lot A Provision of Cleaning and Fumigation Services at Abuja offices.

Lot B Procurement of Office Furniture

Lot C Wood Paneling of Offices, Utako Abuja

Lot D Procurement of 2 nos Toyota Prado Jeeps

Lot E Procurement, Installation and Training of CCTV/Security cameras for Utako and Wuse II Offices

Lot F Supply and installation of 350KVA generator for Utako/Repositioning of existing one

Lot G Consultancy services for the Conduct of feasibility studies for the Roll-Out of Community Health Insurance Programme (CBHI) in Selected LGAs

Lot H Provision of one year support and maintenance of Wuse II Date Centre

Lot I Procurement & Installation of ICT Power House and 3-Phase stabilizer in Wuse II Office

Lot J Consultancy services to carry out statutory Annual Audit of the Scheme's Accounts

Lot K Procurement of Laptops/Desktop Computers and Hardware accessories.

Lot L Consultancy Services for the Verification of Health Maintenance Organisation (HMO) Payments to Health Care Facilities (HCF) in 2011.

Requirements

Prospective bidders are required to submit the following documents:

- i. Certificate of incorporation/Registration with Corporate Affairs Commission (CAC)
- ii. Evidence of Compliance with PENCOM Act of 2004 (or Exemption).
- iii. Tax Clearance Certificate for the last three (3) years (2009, 2010 & 2011) showing annual turnover.
- iv. Company Audited Accounts for the last three years (2009,2010 and 2011) showing annual turnover,
- v. Evidence of VAT Registration with TIN No. and past remittance for the last 3 years,
- vi. Verifiable list of similar jobs successfully executed in the last three year including letters of award, project cost and contact address of the clients
- vii. Evidence of financial capability to execute the projects (Bank guarantees from reputable banks will form part of the evaluation criteria)
- viii Company profile and Technical qualification of key personnel with evidence of experiences on similar jobs
- viii A Sworn Affidavit that none of the Directors has been convicted in any court of law of any criminal offence
- xv For the Annual Audit, companies must have ICAN certified personnel.

Submission of Tenders and Closing date.

Two copies of the documents in a sealed envelope and clearly marked "Pre-qualification Documents" with appropriate Lot number marked with project title boldly written at the right hand corner of the envelope should be addressed to:

The Head, Procurement Division

National Health Insurance Scheme (NHIS)

Plot 297, Shehu Yar'Adua Way

Utako District,

Abuja.

The sealed envelope should be deposited in the Tender Box in the office of the Head, Procurement Division, Room 209, National Health Insurance Scheme (NHIS), Plot 297,

Shehu Yar'Adua Way Utako District, Abuja on or before August 22nd 2012 by 11.30am.

Late submissions will not be accepted please.

Opening

Opening of the received documents will commence at 12.00 noon same day at the NHIS Board Room. All bidders and/or their representatives, Relevant Professional Bodies and NGOs are invited to witness the Public Opening exercise accordingly.

Please Note:

- i. All CAC, VAT, PENCOR and TAX clearance Certificate may be referred to the security agencies, Corporate Affairs Commission, Federal Inland Revenue Service (FIRS), National Pension Commission and other relevant bodies for verification.
- ii. The NHIS reserves the right to reject any or all the submissions that do not meet up with the requirements as specified.
- iii. The Evaluation of the received documents shall be strictly based on the requirements as specified above; and

iv. Only companies that have been successfully screened and found competent will be given financial bid documents

Signed

Head, Procurement Division

For: Executive Secretary