

Federal Ministry of Health

Federal Secretariat, Phase 111, Abuja

General Procurement Notice for the Execution of 2012 Capital and Recurrent Projects

1. Introduction

The Federal Ministry of Health intends to undertake the procurement of various Goods, Works and Consultancy Services under the 2012 Recurrent and Capital Budget.

In compliance with the Public Procurement Act 2007, the Ministry therefore invites interested and reputable Contractors, Pharmaceutical Manufacturers, Suppliers and Consultants with relevant experience and good track record to submit documents necessary for consideration for the execution of these projects.

2. Description of Work

I Lot 1: Supply of Drugs and Medical Supplies

Lot 2: Commodities and Chemicals for Malaria Control

Lot 3: Anti Retroviral (ARV) Drugs, Opportunistic Infections (OIs)

Drugs and HIV Test Kits

Lot 4: Laboratory Reagents

Lot 5: Supply of Medical Equipments

Lot 6: Supply of Anti- Snake Venom

Lot 7: Office Equipment, Furniture and Computers

Lot 8: Supply and Installation of Power Generating Sets

Lot 9: Supply of Automotive Gas Oil (Diesel)

Lot10: Printing of various Medical Records/ Protocols

Lot11: Supply of Utility Vehicles

Lot 12: Office Stationery

Lot13: Supply of Furniture & Furnishing of Offices

Lot14: Construction Works

Lot 15: Renovation/Rehabilitation Works

Lot 16: Drilling of Boreholes and Water Reticulation

Lot 17: Consultancy Services for Health Care Management Systems, Health Promotion and Programmes

Lot 18: Clearing and Freighting of various goods from the Ports to their

3. **Requirements:**

Prospective bidders are required to submit the following documents:

- i) Certificate of Incorporation/ Registration with Corporate Affairs Commission (CAC);
- ii) Evidence of Certification /Exemption from PENCOP in accordance with the Pension Reform Act, 2004 including evidence of remittances of Employees' Pension Contributions/ Deductions;
- iii) Evidence of Current Registration with NAFDAC for Lot 1;
- iv) Evidence of Technical Capability for Construction/ Renovation works;
- v) Evidence of Tax Clearance Certificates for the last three years (2009, 2010 & 2011) corresponding to declared turnover;

- vi) Company Audited Accounts for the last three years (2009, 2010 & 2011) showing annual turnover;
- vii) Evidence of VAT Registration with TIN No and past remittances for the last 3 years;
- viii) Verifiable list of similar jobs successfully executed in the last three years including letters of award of contracts, project costs, job completion certificates and payments (please provide contact addresses of the Clients);
- ix) Evidence of Financial Capability to execute the Projects (Bank Guarantees from reputable banks will form part of the evaluation criteria);
- x) Company Profile and Technical qualifications key personnel with evidence of experiences on similar jobs;
- xi) Evidence of Current Good Manufacturing Practices (CGMP) for Lot 1 only;
- xii) Evidence of NPA License as Clearing Agent for Lot 18 only;
- xiii) Evidence of Nigeria Customs Service Clearing License for Lot 18 only;
- xiv) Evidence of Registration with the Council of Regulatory Freight Forwarders of Nigeria (CRFFN) for Lot 18 only;
- xv) Evidence of Registration with the Pharmacists Council of Nigeria and current annual licenses to practice (for supply of all Drugs);
- xvi) Manufacturer's Authorization for Distributors/Suppliers (for Lots 1, 2, 3 & 5 only)
- xvii) Submission of relevant Technical and Detailed Brochures of items being offered;
- xviii) List of verifiable Equipment indicating ownership or on lease (for construction/ renovation only);
- xix) A Sworn Affidavit that none of the Directors has been convicted in any court of law of any criminal offence and
- xx) A sworn affidavit confirming that all information presented and attached are true and correct of the company and that no officer of the Federal Ministry of Health is a former or present Director, Shareholder or has any pecuniary interest in the bidder.

4. Submission of Requirements:

- i) Interested contractors should submit their documents with a non refundable fee of N10,000.00 (Ten Thousand Naira) Bank Draft issued in favour of Federal Ministry of Health.
- ii) The Documents should be enclosed in a sealed tamper proof envelope indicating the Lot at the Top Right Hand Corner of the Envelope and addressed to:

The Secretary,

Ministerial Tenders Board,

Federal Secretariat Complex,

Phase 111, 3rd Floor (Ministerial Tenders Board Secretariat)

Federal Ministry of Health,

Ahmadu Bello Way, Abuja.

- iii). The documents should be deposited in the Tender Box at the Tender Secretariat, Podium G, Room 3.6A, 3rd Floor, Federal Secretariat, Phase III, Ahmadu Bello Way, Central Business District, Abuja. Company names should also be written at the reverse side of the envelope. Closing time for all submissions is on or before Monday, 19th March, 2012 at 12.00noon prompt. Late submissions shall not be entertained.

5. Opening:

Opening of the received documents will commence at 1.00pm same day at the Conference Room on the 3rd Floor. All Bidders and/or their Representatives, Relevant Professional Bodies and NGOs are invited to witness the public opening exercise accordingly.

6. Please Note That:

- a). All CAC, VAT, PENCOR and TAX Certificates may be referred to the Security Agencies, Corporate Affairs Commission, Federal Inland Revenue Services (FIRS), National Pension Commission and other relevant bodies for verification.
- b). Only successful bidders will be invited for the next stage of the bidding process.
- c). The Federal Ministry of Health reserves the right to reject any or all the submissions that do not meet up with the requirements as specified.
- d). The Evaluation of the received documents shall be strictly based on the requirements as specified above,

7. Subsequently, within the year, Procurement Notice for contracts within the approval threshold of the Ministry's Accounting Officer will be placed on the Ministry's Notice Board for interested Contractors/Suppliers,

Fatima B.A, Bamidele (Mrs)

Permanent Secretary

Federal Ministry of Health