

Overview

**FEDERAL MINISTRY OF HEALTH
DEPARTMENT OF PUBLIC HEALTH**

NATIONAL MALARIA ELIMINATION PROGRAMME (NMEP)

INVITATION FOR EXPRESSION OF INTEREST NATIONAL MALARIA ELIMINATION PROGRAMME (NMEP)

(1) INTRODUCTION:

The National Malaria Elimination Programme (NMEP) is a division in the Department of Public Health, Federal Ministry of Health (FMOH) and is saddled with the responsibility of controlling Malaria in Nigeria. The NMEP received a Global Fund grant for Malaria for the year 2019 -2020 and has been made a Principal Reciter. The role in the Grant is to coordinate all public sector Global Fund implementation and provide national guidance.

(2) INVITATION FOR EXPRESSION OF INTERST (EOI):

NMEP is soliciting for interest from reputable Services Providers, Suppliers and Organizations with relevant experience in the following services during the grant implementation period and beyond:

LOT NUMBER	TITLE OF ASSIGNMENT
Lot No 1	Supply of IT equipment, Computers and Accessories
Lot No 2	Provision of Maintenance Services of IT and Office equipment
Lot No 3	Supply of Office Stationery and Consumables
Lot No 4	Supply of Furniture and Fittings

Lot No 5

Provision of Printing and Publishing Services

Lot No 6

Provision of Fleets Repair and Vehicle Maintenance Services

Lot No 7

Supply of Vehicles Accessories, Tyres and Batteries

Lot No 8

Provision of Catering Services

Lot No 9

Provision of Facility Maintenance Services: Repair and Maintenance of Air Conditioners

Service

Plumbing Services

Electrical Services

Building Servicing (Carpentry & Painting)

Fumigation Services

Lot No 10

Provision of Services of insurance Broker

Lot No 12

Provision of Newspapers Advertisement Services

Lot No 12

Provision of Hotel Services in States:

Abuja

Nasarawa

Kaduna

Enugu

Lagos

Lot No 13 Supply of Pharmaceutical and Laboratory Products

Lot No 14 Provision of Navision for Accounting Services

Lot No 15 Logistic, Courier and Transport Services

(3) GENERAL ELIGIBILITY CRITERIA

(i) Evidence of company registration (Certificate of incorporation of the company), all Lots.

(ii) Certificate True Copy of Memorandum and Article of Association with Corporate Affairs Commission or similar government regulatory institution in your country of operation, Lot.

(iii) Duly Certificate Company Audited Accounts for the last 3 years 2017, 2018 and 2019) or tax exemption certificate, where applicable.

(iv) Evidence Tax payment (current tax clearance certificate for the last three years (2017, 2018 and 2019). All Lots.

(v) Verifiable evidence of completing similar jobs successfully in the last 3 years (3 evidence).

(vi) Bids must be accompanied with a sworn affidavit disclosing whether or not any officer of NMEP is former or present Director, shareholder or has any pecuniary interest in the bidder and confirming that all information presented in its bid are true and correct in all particulars.

(vii) Submission of a comprehensive company profile.

(viii) Firms submitting as Joint Venture (JVs) should include memorandum of understanding (MOU) indicating the responsibilities and duties of the individual firms

constituting the JV as well as names and skills of key staffs under each company in the JV.

- (ix) Reference Letter from the Bank.
- (x) A signed cover letter is to be submitted with the bid documents.
- (xi) Evidence of current pension compliance certificate where applicable.

Only Selected organizations from this EOI will be invited for submission

Of detailed Technical and Financial Proposals.

(4) APPLICATION INSTRUCTION:

(a) One company can apply separately for up to two (2) different Lots however only one application is allowed from each bidder for each LOT.

(b) Completed EOI and other documents must be in English Language and submitted in two (2) copies (one original & one copy) in a sealed envelope clearly marked at the topmost right corner indicating the Lot Number and NMEP Expression of Interest with the Name, Address of the firm(s) boldly written at the back of the envelope with acknowledgement to NMEP office at the address below.

The National Coordinator,

National Malaria Elimination Programme

Abia House, Central Business District

Abuja.

(c) All EOI documents must be sequentially arranged according to the EOI requirements above and failure to comply with this or any of the advertised submission guideline will lead to outright disqualification.

(d) Request for further clarification and enquiry prior to Tuesday 11 August, 2020 should be made to E-mail address: nmeprecruits@nmep.gov.ng . Any bid submission made via email will be disqualified.

(5) CLOSING DATE:

The deadline for submission is by **12noon Tuesday, 11 August, 2020** (local time). Any submission after the stipulated time will be disqualified.

(6) OPENING OF EOI:

The EOI will be opened immediately after the deadline for submission by 12noon Tuesday, 11 August, 2020 at the NMEP conference room in the presence of bidders or their representatives.

(7) NOTES/DISCLAIMER:

- (a) Late submission will not be accepted.
- (b) NMEP shall verify all documents and claim made and will disqualify bidder with falsify Information.
- (c) This advertisement shall not be construed as a commitment on the part of NMEP to award a contract or shall it entitle bidders to claim any indemnity from NMFP.
- (d) NMEP reserves the right to annul the process without incurring any liability.
- (e) All cost related to the EOI shall be borne bidders.