

Society for Family Health

Invitation for Expression of Interest to Plan and Buy Mass Media Services

Society for Family Health (SFH) was incorporated in 1985 and is one of the foremost Non-Governmental Organizations, (NGOs), that provide support to the Nigerian government in key areas of public' health: HIV&AIDS prevention, family planning and maternal & child health (malaria, water and sanitation, and diarrhea control). SFH works with the media to promote behaviour change and healthy lifestyles.

Due to increased number of projects and the attendant rise in mass media campaigns SFH runs annually, SFH now retains the services of a media agency that plans and buys media on their behalf. To get the best services, SFH does periodic review of the process by requesting for EOIs from interested media agencies. The Retainership is usually for one year which can be renewed.

Pre-qualification requirements:

Interested organisations must submit the following documents:

1. Evidence of company registration with Corporate Affairs Commission, with copies of certificate of incorporation and Memorandum of Association,
2. Evidence of similar projects successfully executed in the last three (3) years will be an added advantage,
3. Company profile which will include list of key professionals with curriculum vitae and, evidence of registration of the personnel with relevant professional bodies,
4. Evidence of good financial standing from bankers,
5. Evidence of VAT registration/Remittance certificate and income tax clearance certificate for the most recent three (3) years,
6. All relevant information concerning contacts for the organization

Selection Criteria:

- At this stage a YES/NO qualifier will be used as basis of selection, and only candidates with yes scores for all requirements will be invited for the next stage of this process.

Please Note:

1. All costs incurred by bidders as a result of this process and any subsequent requests for information shall be borne by the bidding companies.

2. Only organisations that satisfy the Pre-qualification requirements will be contacted with Requests for Proposal (RFP).

Submission of Application/closing Date

The completed Pre-qualification submissions must be provided in duplicate copies in a sealed envelope, and clearly marked “MMBUY2013” on the top right corner of the envelope.

The sealed envelope should be addressed to the Director, Procurement and received in our Abuja office address below, on or before 5.00pm of 30th May, 2013.

Director, Procurement,

Society for Family Health

8, Port Harcourt Crescent,

Area 11, Garki, Abuja