

**Federal Republic of Nigeria**  
**Federal Ministry of Health**  
**Federal Secretariat Complex, Phase 3**  
**Ahmedu Bello Way Abuja**

**Invitation for Technical and Financial Bids for the Execution of 2014**  
**Appropriation**

The Federal Ministry of Health wishes to notify qualified, interested and eligible

Vendors: Contractor, Original Equipment Manufacturers (OEMs) that the Federal Government of Nigeria has allocated Funds to it in the year 2014 Appropriation for the Procurement of Goods, works and services for the execution of Policies, Programmes and Projects towards achieving the mandate of the Ministry.

2. In compliance with the Public Procurement Act 2007, the Federal Ministry of Health wishes to invite competent and reputable Contractors, Pharmaceutical Manufacturers, Suppliers, Consultants, and Original Equipment Manufacturers (OEMs) with relevant experience and good track record to submit documents necessary for consideration for the execution of these projects.

**2.1 Category A (Goods)**

<b>S/N</b>	<b>Project Title/Description</b>	<b>Location/Specifications</b>
A1	Procurement of Office Equipment, Furniture, and Stationeries for FMOH, National Obstetric Fistula centers and Port Health Offices	As in the Various Bidding Document
B 1	Procurement of Medical Equipment and Consumables for FMOH, NBTS, and Port Health Offices	As in the Various Bidding Document
C 1	Procurement of long lasting insecticide nets (LLINs) for routine distribution. (WHOPES Recommended) and IRS Insecticide for FMOH, MDGs & Constituency Projects.	As in the Various Bidding Document
D 1	Procurement of Laboratory Reagents, Chemicals, and Test Kits for FMOH, MDGs, Constituency	As in the Various Bidding Document

## Projects and Port Health Offices

E 1	Procurement of Drugs and Essential Medicines: MDG branded ARV drugs for FMOH, MDGs, & Constituency Projects	As in the Various Bidding Document
F 1	Printing, Production and binding of Documents for FMOH	As in the Various Bidding Document
G 1	Procurement of NCDC Projects and Services	As in the Various Bidding Document

### 2.2 Category B (Works)

S/N	Project Title/Description	Location/Specifications
A 2	Maintenance and Rehabilitation of Office Building in FMOH, NBTS Abuja and Ibadan, Port Health Offices, FMS Oshodi & Maintenance workshop Yaba.	As in the Various Bidding Document
B 2	Equipping and Furnishing of the NCDC Headquarters at Jabi, Gaduwa Laboratory, Port Health Offices, Federal Dental Clinic & Federal Eye Clinic and other Specialized Clinics	As in the Various Bidding Document
C 2	Construction/Upgrading of Health Centers in various University Teaching Hospitals, Building of WF Centers in various locations and Hostels in tertiary Hospitals Nation Wide.	As in the Various Bidding Document

### 2.3 Category C (Consultancy)

S/N	Project Title/Description	Location/Specifications
A 3	Clearing of Consignment of 500DR-TB Drugs	As in the Various Bidding Document
B 3	Scale up G-WIN Project in 12 States in the Six Geo-Political Zones	As in the Various Bidding Document
C 3	Capacity Building and Components for	

## Training/Programmes

### 1. **Mandatory Requirements:**

Prospective bidders are required to submit the following documents:

1. Certificate of Incorporation/ Registration with Corporate Affairs Commission (CAC).
- ii. Evidence of Certification /Exemption from PENCOM in accordance with the Pension Reform Act, 2004 including evidence of remittances of Employees' Pension Contributions/ Deductions.
- iii. Evidence of Tax Clearance Certificates for the last three years (2011, 2012 & 2013) corresponding with declared turnover.
- iv. Evidence of VAT Registration with TIN No and past remittances for the last 3 years
- v. Evidence of payment of training contributions to Industrial Training Fund (ITF) in compliance with the provisions of ITF Amendment Act 2011.

### **3b. Other Requirements**

- vi. Company Audited Accounts for the last three years (2011, 2012 & 2013) showing annual turnover
- vii. Evidence of registration with NAFDAC for Drugs, Reagents and other Consumables.
- 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) and prove of annual turnover of 100,000.000 (One hundred million Naira Only) for Section B1, C1 & E1
- x. Company Profile and Technical qualifications of key personnel with evidence of experiences on similar jobs.

- xi. Evidence of Current Good Manufacturing Practices (CGMP) where applicable.
  - xii. Evidence of Registration with the Pharmacists Council of Nigeria and current annual licenses to practice (for supply of all Drugs).
  - xiii. Manufacturer's Authorization for Distributors/Suppliers Goods: (Section: B1, D1, E 1, & G1 only).
  - xiv. Evidence of NPA License as Clearing Agent for Consultancy: Section A3 only.
  - xv. Evidence of Nigeria Customs Service Clearing License for Consultancy: Section A3
  - xvi. List of verifiable Equipment indicating ownership or on lease (for construction renovation only).
1. 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. Collection of Tender Documents**

Tender documents are obtainable from, the office of the Tender unit of the Procurement Department Room 3.11, 3<sup>rd</sup> floor on the presentation of a copy of the original receipts of non-refundable tender fee of N20,000.00 (Twenty Thousand Naira) Bank draft issued in favor of Federal Ministry of Health, Federal Secretariat Complex, Phase III, Abuja for each lot.

#### **5. Submission Requirements:**

- i. Completed Technical and Financial proposals (three set of hard copy) shall be submitted in two different sealed tamper proof envelopes and labeled "Technical proposal" and "Financial Proposal" and both placed in a third envelope. All the 3nos. of the Envelope and addressed to:

**The Secretary,  
Ministerial Tenders Board,  
Federal Secretariat Complex,  
Phase 111, 3<sup>rd</sup> Floor (Ministerial Tender Board Secretariat)**

**Federal Ministry of Health,  
Ahmadu Bello Way, Abuja.**

1. The documents should be deposited in the Tender Box at the Tender Secretariat, Podium G, Room 3.11, 3<sup>rd</sup> Floor, Federal Secretariat, Phase 111, 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, 25<sup>th</sup> August, 2014 at 12.00noon prompt. Late submissions shall not be entertained.

**2. Opening:**

Opening of the received documents will commence immediately after the dead line at the Conference Room on the 3<sup>rd</sup> Floor. All Bidders and/or their Representatives, Relevant Professional Bodies and NGOs are invited to witness the public opening exercise accordingly.

**7. Please Note That:**

i. All CAC, VAT, PENCOM 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.

ii. Contractors are not permitted to Bid for more than two lots and only successful bidders will be invited for the next stage of the bidding process.

iii. 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.

iv. The Evaluation of the received documents shall be strictly based on the requirements as specified above.

8. 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.

**Signed:**

**L.N. Awute, mni**

**Permanent Secretary**

**Federal Ministry of Health**