

**National Primary Health Care Development Agency**

**Plot 681/682 Port-Harcourt Crescent, Off Gimbiya Street, Area 11, Abuja.**

**Invitation to Tender for Supply**

**A. Introduction**

The National Primary Health Care Development Agency (NPHCDA) is a Federal Government Agency in the Federal Ministry of Health responsible for development and strengthening of primary health care services nationwide. The NPHCDA intends to undertake the procurement of various Goods, under the 2012 Recurrent and Capital Budget. In compliance with the Public Procurement Act 2007, the Agency therefore invites interested and reputable Contractors and Suppliers for the procurement of the following under listed items:

**B. Project Description:**

S/N	Projects/Items Description	Quantity	Lot No.
1	Supply of 250KVA Power Generator	1 unit	Lot No. 1
2	Supply of Ice Line Refrigerator/ Freezer	6 units	Lot No. 2
3	Supply of Surgical Gloves	200,000 pcs	Lot No. 3
4	Supply of Disposable Vaginal Speculum	100,000 pcs	Lot No. 4
5	Supply of Solar Refrigerator/Freezer	10 units	Lot No. 5

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**C. General Requirements:**

Prospective bidders are required to submit the following documents:

1. Receipt of non refundable Ten Thousand Naira (N10, 000.00) Bank Draft Processing Fee. .... (Photocopy)
  
2. Certificate of Incorporation/ registration with Corporate Affairs Commission (CAC)..... (Photocopy)
  
3. Evidence of Tax Clearance Certificate for the last three years (2009, 2010 & 2011) corresponding to declared turnover. ....(Photocopy)
  
4. Evidence of VAT Registration with Registration No and remittances. ....(Photocopy)
  
5. Company Audited Account, duly stamped with relevant professional body stamp for the last three years (2009, 2010 & 2011) showing annual turnover. ....(Photocopies)
  
6. Comprehensive Company Profile including list of names of key personnel to be involved in the project, stating their technical qualifications and experience on similar jobs.
  
7. Bank Reference Letter with Evidence of financial capability or specific statement of financial support from a licensed commercial bank..... (Original)

8. Verifiable list of similar jobs successfully executed in the last three years including Letters of Award of contracts, project cost, job completion certificates and payments (please provide contact addresses of the clients. ....(Photocopies)
9. Evidence of Certification/ Exemption from PENCOT in accordance with the Pension Reform Act, 2004, including remittances of Employee's Pension Contribution/ deductions.
10. A sworn affidavit that none of the Directors has been convicted in any court of Law of any criminal offence.
11. A sworn affidavit confirming that all information presented and attached are true and correct of the company and that no officer of the NPHCDA is a former or present Director, shareholder or has any pecuniary interest in the bidder.

**D. Collection of Bid Documents**

All interested bidders can collect bid documents from our office National Primary Health Care Development Agency; Procurement Unit, Annex Office Complex, Plot 1266, Ahmadu Bello Way, Garki -Abuja. Bidders are to enclose the receipt of Ten Thousand Naira (N10, 000.00) in certified bank draft made payable to the National Primary Health Care Development Agency. (PLS Write the Name of Your Organization at the back of the Draft). Note that acceptance of bank draft for bidding documents shall end by 4pm, on Tuesday, 9<sup>th</sup> October, 2012.

**E. Submission of Requirements:**

i. All completed bidding documents and the requirements stated above should be enclosed in a sealed tamper proof envelope indicating:

- Relevant LOT NO.

- Name of Company, Address, and Valid Contact Phone number.

and addressed to:

**The Executive Director /CEO,**

**National Primary Health Care Development Agency,**

**Plot 681/682 Port-Harcourt Crescent, Off Gimbiya Street,**

**Area 11, Garki-Abuja.**

ii. The documents should be deposited in the Tender Box provided at the NPHCDA Procurement Unit, Annex Office Complex, Plot 1266, Uke Street, Ahmadu Bello Way, Garki – Abuja.

iii. Closing date and time of submission of documents is on Wednesday, 10<sup>th</sup> October, 2012 by 12Noon. Late Submission will not be accepted under any Circumstances.

**F: Opening**

Opening of the received documents will commence at same day 1:00pm on Wednesday, 10th October, 2012 at the NPHCDA Headquarters Office, Plot 681/682 Port- Harcourt Crescent, Off Gimbiya Street, Area 11, Garki – Abuja. All bidders and/or their representatives, Relevant Professional Bodies and NGO's are invited to witness the public opening exercise accordingly.

**Please Note:**

1. 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.

2. The NPHCDA reserves the right to reject any or all documents it considers to be of doubtful authenticity or all submissions that do not meet the requirements as specified.

3. The evaluation of the received documents shall be strictly based on the requirements as specified above.

**Signed:**

**NPHCDA Management.**