



NIGERIAN ELECTRICITY MANAGEMENT SERVICES AGENCY

SPECIFIC PROCUREMENT NOTICE

1.0 Introduction

This is to inform the general public that the Nigerian Electricity Management Services Agency (NEMSA) is desirous to procure some items under the year 2023 Capital Budget.

In view of the foregoing, the Agency wishes to invite competent Contractors with proven track records to tender bids to participate in the procurement exercise for the under-listed projects:

Specification and Scope

Category	Lot No.	Project Description
Goods	A 1.	Procurement of Computers, Printers and Scanners for CHQ.
	A 2.	Purchase and Installation of Industrial Photocopying Machine.
Works	B1.	Reconstruction and Reinforcement of Damaged fence in Warehouse, Kaduna.

2.0 Eligibility Requirements:

You are therefore, requested to have the under listed information/documents;

- i. Certificate of Registration with Corporate Affairs Commission (CAC) including Forms CAC 2 and CAC 7;
- ii. Evidence of Company Income Tax Clearance Certificate for the last three (3) years (2020, 2021 & 2022) valid till 31st December, 2023;
- iii. Evidence of Current Pension Compliance Certificate (PENCOM) valid till 31st December, 2023;
- iv. Evidence of Current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2023;
- v. Evidence of Current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2023;
- vi. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of

- Interim Registration Report (IRR) expiring on 31st December, 2023 or valid Certificate issued by the Bureau of Public Procurement (BPP);
- vii. Company's Audited Accounts for the last three (3) years (2020, 2021 & 2022) prepared, duly signed and stamped by an accredited audit firm;
 - viii. Evidence of Dealership License for Lot A 1 & A2 only;
 - ix. Company's Profile indicating full company address(es) with functional telephone numbers and e-mail of the company;
 - x. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, evidence of delivery and job Completion Certificates;

3.0 Collection of Tender Document

Interested Contractors are to collect Standard Bidding Document (SBD) from Procurement Department, NEMSA Headquarters, Abuja **effective 12noon Thursday April 27, 2023** (work days only) on presentation of evidence of payment of non-refundable tender fees of N10,000.00 (Ten Thousand Naira) payable to NEMSA TSA Account.

Duly completed tender document together with One (1) Original and Two (2) copies of the Technical and Financial Bids are to be placed in two separate envelope. The two envelopes are to be marked separately "Technical bid" or "Financial bid" and enclosed in one large envelope with the name of the project lot written at the top right corner.

All Bidders are to accompany bid with an affidavit disclosing whether or not any officer of the relevant committees of the procurement entity or Bureau is a former or present director, shareholder or has any pecuniary interest in the bidder and confirm that all information presented in its bid are true and correct in all particulars.

4.0 Submission of Bidding Documents/Opening of Bids

All duly completed tender document (technical and financial bids) for submission are to be addressed to the Head (Procurement) NEMSA and deposited in a designated tender box located at the Procurement Department, Block A, Ground Floor, NEMSA Corporate Headquarters, Plot no. 4 Dar es Salaam Crescent, Wuse II, Abuja **effective 12noon Thursday April 27, 2023.**

Opening of the technical bids only shall take place immediately after close of bids collection at **12noon Thursday June 8, 2023** at the **Procurement Department, NEMSA CHQ, No. 4, Dar es Salaam Crescent, Wuse II, Abuja.**

Opening shall take place in the presence of bidders/ representatives and interested members of the public. Note that, only Contractors whose bids

have qualified at the technical bid stage shall be invited at a later date for the opening of their financial bids.

5.0 DISCLAIMER NOTICE:

- i. This Advert shall not be construed as a commitment on the part of NEMSA to award any or all of the above contracts, nor shall it entitle any Contractor submitting documents to claim any indemnity from NEMSA.
- ii. NEMSA reserves the right to take decisions on any of the documents received.
- iii. NEMSA reserves the right to suspend or cancel the bidding process at any stage if and when the need arises without incurring any liabilities to the bidders or proffering any reasons for such suspension or cancellation.
- iv. The Agency shall not be responsible for any costs or expenses incurred by any Contractor in connection with the preparation of their documents.
- v. The Agency is not bound to technically qualify any bidder or to award any or all of the above contracts.
- vi. Only qualified Contractor shall be contacted to participate in the opening of their financial bid.
- vii. CSOs, NGOs and other interested parties may consider this advert as a formal invitation as no such invitation will be published again.
- viii. Bidder to note that they are allowed to bid for any of the lots but cannot win more than one lot

For further enquiries, please visit or contact the Office of the Head Procurement via: procurement@nemsa.gov.ng or call 0703-802 9670 before the deadline for bid submission.

Signed:
Management