

EXPRESSION OF INTEREST FOR THE EXECUTION OF PROJECTS UNDER THE NIGERIAN COMMUNICATIONS COMMISSION (NCC) 2021 BUDGET

1. INTRODUCTION

The Nigerian Communications Commission (NCC) is the Regulatory Authority for the telecommunications industry in Nigeria.

Pursuant to its statutory mandate and in compliance with the provisions of the Public Procurement Act 2007, the NCC under its 2021 budget hereby invites qualified, competent, and reputable contractors, consultants, and service providers to submit Expression of Interest (EoI) for the following Services:

LOT	CONSULTANCY	LOCATION
SD-35	Digital Mapping Solution: Mapping Application that display Location Information, transmitted by Network Operators.	Abuja
CM-1	Consultancy on Stakeholders Satisfaction Survey on Compliance Monitoring and Enforcement Activities	Abuja
CM-2	Baseline Study on the Behaviour and Compliance of Regulations and Directions	Abuja
NM-14	Consultancy for Annual Nigeria Cybercrime Index, Intelligence, and Threat Landscape	Abuja
NM-15	Consultancy - Investigation of Impact of Block-Chain Based Transaction	Abuja
FIN-2	Management of Tax Obligation - Tax Consultancy	Abuja
PA-1	Production of "The Communicator" Journal	Abuja
PC/IT-1	Development of Software to Automate and Digitalize PCEA Department Data Base	Abuja
PC-3	Trends of Household and Individual ICT Access and Usage Survey	Abuja
PC-6	Study on Ten years Regulatory and Socio-Economic Impact Assessment of Telecommunication Service in Nigeria	Abuja
PC-8	Printing of 2019 Annual Statistical Report	Abuja
IT/IA-13	Consultancy for the Computerisation of Audit Key Processes	Abuja
IT/FS-12	Implementation of Budget Management Software	Abuja
IT/CP-14	Consultancy for the Development of Enterprise Risk Management (ERM) Software Including User Training	Abuja
LR-1	Engagement of Consultant to Monitor Legislative Activities	Abuja
LA-2	Consultancy on UASL – Study and Report on the Impact of UASL on Upstream and Downstream	Abuja
CP-3	Consultancy for Operational Staff retreat	Abuja
PC-5	Study on the Level of Competition in the Nigerian Telecom Industry	Abuja
CP-12	Consultancy for the formulation of Risk and Business Continuity Plan for the Industry	Abuja
CP-13	Consultancy on Telecoms Industry Risk Management Conference	Abuja
RD-1	Baseline study on the level of Digital Skills in Nigeria (Women, Youths, Physically Challenged)	Abuja
RD-2	Baseline study on the Level of Indigenous Content in the Nigerian Telecoms Industry.	Abuja
RD-3	Consultancy Study on the Emerging Role of Data and Fintech in the Development of digital Economy in Nigeria	Abuja
RD-5	Consultancy on Teaching, Learning and Research in Nigerian Tertiary Institutions Post COVID-19 Pandemic	Abuja
RD-6	Consultancy on Providing Incubation and Mentorship Programme for Prize Winners	Abuja
RD-7	Consultancy Study on Development of a National Innovation Index	Abuja
RD-8	Consultancy for the Study on the level and impact of Telecommunications-Based Research Innovations in Nigeria Tertiary Institutions	Abuja
RD-9	Consultancy Study on Sectoral Adoption and Investments in ICT Innovations within the Nigerian Economy	Abuja
ECS-1	Consultancy for the Review of Stakeholders' Engagement Management Framework	Abuja
ECS-2	Consultancy to Review the Current Data Model Protection of Telecom Subscribers	Abuja
ECS-4	Consultancy for OTT Impact and Licensing Study	Abuja
ECS-5	Consultancy for the Review of VAS Aggregator Eco Systems	Abuja
ECS-6	Consultancy for the Establishment of Nigeria Wireless Alert (N-WEA) – A Public Warning Alert System	Abuja
ECS-7	Consultancy for the Development of NCC Mobile Verification Number (MVN)	Abuja
ECS -8	Study to Select "Supportive States" (Multiple Taxation & Regulation (MTR) Lobby)	Abuja
ECS-9	National Local Content Stakeholders Forum Stimulation of Local Content Development in the Telecoms Industry	Abuja
CAB-5	Deployment of Complaint Management Solution	Abuja
CAB-6	Development of Mobile Complaint App	Abuja
CAB-7	Production of Telecoms Consumer Handbook	Abuja
CAB-9	Google Advertising Service for NCC Consumer Portal	Abuja
CAB-10	Consultancy on Telecom Consumer Parliament	Abuja
CAB-11	Consultancy on Consumer Outreach Programme (COP)	Various
CAB-12	Consultancy on Consumer Town Hall Meetings	Various
CAB-13	Consultancy on Chat Box Communication System plus Monthly, Maintenance for 12 months	Abuja
CS-1	Consultancy for NCC Board Retreat	Abuja
CS-2	Development of Board Charter	Abuja
HC-7	Consultancy to Review the Commission's Re-alignment Plan	Abuja
HC-8	Development of a Competency Framework and Catalogue for all Job Positions in the Commission	Abuja

2. ELIGIBILITY REQUIREMENTS

All submissions must comply with the requirements of Public Procurement Act, 2007 and interested bidders must submit the following documents:

- Evidence of Certificate of Incorporation issued by Corporate Affairs Commission. Companies must enclose Certified True Copy (CTC) of the certificate of incorporation and form CAC 7 and CAC 2 or CAC 1.1. Business Name is also acceptable
- CTC of Articles and Memorandum of Association of the Company. It must show that the company has ICT related activities as part of its objectives (**ICT Objectives not a requirement for Non-ICT Services and Goods**)
- Evidence of Firm's Tax Clearance Certificate (or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) for the last three (3) years valid till 31st December, 2021
- Evidence of Pension Clearance Certificate valid till December 31, 2021
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till December 31, 2021
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till December 31, 2021
- Evidence of registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring by December 31, 2021 or valid certificate issued by BPP.
- Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Nigerian Communications Commission or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and has to confirm that all information presented in its bid are true and correct in all particulars;
- Company's Audited Accounts for the last three years (2018, 2019, and 2020).
- Reference Letter from a reputable commercial bank in Nigeria indicating willingness to provide credit facility for the execution of the project when needed.
- Documentary evidence of at Three (3) similar projects carried out in the past Five (5) years accompanied by Letters of Award, Valuation/Job Completion Certificates and photographs of the projects;
- Evidence of Firms current registration with relevant regulatory professional body(ies) such as **NITDA/CPN/Information Communication Technology, etc.;**
- Company's Profile with Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as **NITDA and CPN;**
- For Joint Venture/Partnership, the following documents must be provided for each JV partner: Memorandum of Understanding (MoU), Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit. **NOTE: NOT MORE THAN TWO COMPANIES SHOULD FORM A JOINT VENTURE**
- All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letterhead Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The letterhead Paper must bear the names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by authorized officer of the firm.

3. BID BOND

All bids at the sum of **N100 million** and above shall be accompanied by a bid security in the amount not more than **2%** of the bid price by way of bank guarantee issued by a reputable bank acceptable to NCC in line with Section 26 (1) of the Public Procurement Act, 2007.

4. SUBMISSION OF BIDS

- Bids must be in English Language and signed by an official authorised by the bidder.
- Interested Firms are to submit two (2) bound documents separately in a sealed envelope
- All Documents should be addressed to: **Head, Procurement Department, Room 219, 2nd Floor, Nigerian Communications Commission Head Office, Plot 423 Aguiyi Ironsi Street, Maitama, Abuja.**
- Each Package shall be clearly marked with the following information on both sides of the envelope:
 - Technical Bid marked '**NCC/LOT XXX/TECHNICAL/2021**' at the top right-hand corner for Category A
 - Expression of Interest marked '**NCC/LOTX/EOI/2021**' for Category B
 - Bid Bond '**NCC/SBD/LOT X/BB/2021**
- Please note that X denotes the Lot Name**
 - Name of Bidder on each of the enclosed document.
 - Contact Name, Phone Number and E-Mail Address.
- All copies of the documents shall be duly signed by an authorized representative of the Bidder. In the event of any discrepancy between copies, the original shall govern.
- Interested Parties shall not bid for more than TWO (2) Lots of all 2021 NCC Projects and Consultancies.
- NCC will assume no responsibility for the content of tamper evident bids or for non-compliance with this instruction. Bids that do not comply with this section shall be rejected.
- All documents must reach the office of the undersigned on or before **10:00 am on Monday, 19th July, 2021**
Head, Procurement Department
Nigerian Communications Commission Head office
Room 219 2nd Floor, 423, Aguiyi Ironsi Street
Maitama District, Abuja
- Bidders can submit through Post (Courier Services), however, Bids must be received on or before **10:00 am on Monday, 19th July, 2021.**
KINDLY NOTE THAT BIDS WILL BE OPENED IMMEDIATELY AFTER THE DEADLINE FOR SUBMISSION AT 10:00 AM ON MONDAY, 19th JULY, 2021
- Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording with the presence of representatives of private sector professional bodies and civil Society Organisations in the areas of Anti-Corruption/Transparency
- Kindly note that submissions may be subjected to verification from relevant authorities. Fake documents and false declaration may be forwarded to the relevant authorities for prosecution. Failure to comply with the tendering instructions shall lead to disqualification.
- Only substantially responsive firms will be contacted at a later date for issuance of Bidding Document and Request for Proposal

5. DISCLAIMER

- Submissions after the date and time specified above shall be returned un-opened.
- All cost incurred by proponents in response to this advert or enquiries shall be borne by such proponents and not the NCC
- The NCC is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.
- This advertisement is published for information purposes and should not be construed as a commitment or obligation on the part of the NCC to award contract.

For further clarification on the advertisement, please email: nccprocurement@ncc.gov.ng

Signed:
Professor Umar Garba Danbatta FNSE, FRAES, FAEng, FNIEEE
Executive Vice Chairman/Chief Executive Officer