

INVITATION TO TENDER 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 and service providers to bid for the following works:

2. SCOPE OF WORKS

LOT	DESCRIPTION	LOCATION
AD-2	Rehabilitation of the Internal Tiled Walls in the Courtyard of the HQ building.	Abuja
AD-11	Supply and Installation of Office Furniture	Abuja
AD-17	Supply and Installation of Photocopy Machines	Abuja
AD-18	Supply and Installation of Kitchen Equipment	Abuja
AD-25a	Facility Management/Cleaning Services NCC Lagos Zonal Office	Lagos
AD 25b	Facility Management/Cleaning Services NCC Kano Zonal Office	Kano
AD 25c	Facility Management/Cleaning Services NCC Port Harcourt Zonal Office	Port Harcourt
AD 25d	Facility Management/Cleaning Services NCC Ibadan Zonal Office	Ibadan
AD 25e	Facility Management/Cleaning Services NCC Enugu Zonal Office	Enugu
AD-26a	Fumigation of NCC HQ	Abuja
AD 26b	Fumigation of NCC Annex Office Mbor	Mbor -Abuja
AD 26c	Fumigation of NCC Lagos Zonal Office	Lagos
AD 26d	Fumigation of NCC Kano Zonal Office	Kano
AD 26e	Fumigation of NCC PH Zonal Office	Port Harcourt
AD 26f	Fumigation of NCC Ibadan Zonal Office	Ibadan
AD 26g	Fumigation of NCC Enugu Zonal Office	Enugu
AD-27	Gardening and Beautification NCC HQ & Annex	Abuja
SA-1	Upgrade and Integration of Monitoring Systems	Abuja
SA-3	Supply, Installation and Commissioning of HTZ Communication and User workshop for 12 Users	Abuja
SA-4	Supply, Installation and Commissioning of Spectrum Laboratory Equipment and Accessories	Abuja
SA-6	Supply and Installation of Shogi MSS System	Abuja
SA-9	Cabling, Servers, Emergency Fire systems, Air Conditioning and Fibre Installation at the Space Radio Monitoring Building, Mbor	Abuja
AD/SD-10	Installation of Perimeter Fence and Lighting at HQ Annex Mbor	Abuja
SD-24	Installation of Surveillance CCTV Camera in Ten (10) ECCs	Various Locations
SD-27	Interconnection of all ECCs through Fibre Optic Cables	Various Locations
IT-3	Installation of Server Storage Solution	Abuja
IT-8	Supply and Installation of New ICT Tools	Abuja
IT-11	Deployment of Server Systems at NCC Zonal Offices	Various Locations
DE-2	IXPN Data CENTRE Establishment in North East	North East
DE-3a	Gigabit Passive Optic Network (GPON) Solution	Northern Zone
DE-3b	Gigabit Passive Optic Network (GPON) Solution	Eastern Zone
DE-3c	Gigabit Passive Optic Network (GPON) Solution	Western Zone
DE-3d	Gigabit Passive Optic Network (GPON) Solution	Southern Zone

3. SCOPE OF GOODS

SA-2	Deployment of N962A Field Fox Handheld Microwave Spectrum Analyzer 5KHz-50GHz with accessories	Abuja
SA-10	Deployment of Drones/UAV's for Studies/Simulation	Abuja
SA-12	Deployment of Handheld Satellite Monitoring Tools for 5 Users	Abuja
IT-9	Supply of New ICT Accessories and Consumables	Abuja
AD-28	Photocopier Toners	Abuja

4. ELIGIBILITY REQUIREMENTS

All tenders 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 including form CAC2 and CAC7 or CAC 1.1
- 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 Projects and Goods**)
- Evidence of Company's Income Tax Clearance Certificate for the preceding three years (2018, 2019, and 2020) valid till 31st of 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 an Interim Registration Report (IRR) expiring by 31st December 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 least (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 EHORECON/Cleaning Services, NITDA/CPN/Information Communication Technology;
- Company's Profile with Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON, CPN, etc.)
- For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);
- For Joint Venture/Partnership, the following documents must be provided for each JV partner: Memorandum of Understanding (MoU), CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & 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 Letter Head 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.

5. SPECIAL INSTRUCTION

Where applicable, prospective bidders must procure hardware devices such as laptops and desktops only from National Information Technology Development Agency (NITDA) Certified Original Equipment Manufacturers (OEMs).

6. COLLECTION OF TENDER DOCUMENTS

Tender Documents are obtainable from the Procurement Department, NCC upon payment of a non-refundable tendering fee of **Ten Thousand Naira (N10,000.00)** only per lot.

The above sum must be payable to Nigerian Communications Commission through the CBN payment gateway (REMITA) platform. Evidence of payment **MUST** be submitted to the Financial Services Department, NCC for the Tender Receipt, which must be presented to the Procurement Department for the bid document.

7. SUBMISSION OF BIDS

- Bids must be in English Language and signed by an official authorised by the bidder.
- Prospective bidders are to submit bids for each of the lots desired, two (2) hard copies each of the Technical and Financial Bids with soft copy of Financial Bid only in **MS Excel format**, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter put the two sealed envelopes together in a bigger sealed envelope addressed to: **The Head, Procurement Department, 2nd Floor, Room 219, Nigerian Communications Commission Head Office, Plot 423 Aguiyi Ironsi Street, Maitama, Abuja.**
- COMBINING TECHNICAL AND FINANCIAL BIDS IN THE SAME ENVELOPE WILL LEAD TO AUTOMATIC DISQUALIFICATION.**
- Each Bid Package shall be clearly marked with the following information on both sides of the envelope.
- Technical Bid marked 'NCC/SBD/LOT XXX/TECHNICAL/2021' at the top right-hand corner.
- Financial Bid 'NCC/SBD/LOTX/FINANCIAL/2021' at the top right-hand corner.
(Please note that XXX denotes the Lot Name)
- Name of Proponent on each of the enclosed document.
- Contact Name, Phone Number and E-Mail Address.
- All copies of the bids 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 may be rejected.
- 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.
- THE DEADLINE FOR SUBMISSION is 10:00a.m. on Monday, 16th August, 2021** which should reach the office of the undersigned:
Head, Procurement Department
Nigerian Communications Commission Head office
2nd Floor, 423, Aguiyi Ironsi Street
Maitama District, Abuja
- Bidders can submit through Post (Courier Services), however, all Bids must be received on or before **10:00a.m. on Monday, 16th August, 2021**

8. OPENING OF TECHNICAL BIDS

KINDLY NOTE THAT ONLY TECHNICAL BIDS WILL BE OPENED IMMEDIATELY AFTER THE DEADLINE FOR SUBMISSION AT 10:00A.M. ON MONDAY, 16TH AUGUST, 2021.

- Please ensure that you sign the Bid Submission Register in the office of the undersigned, as the Nigerian Communications Commission will not be held liable for misplaced or wrongly submitted bids.
- 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 (link will be sent to bidders) with the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency
Failure to comply with the tendering instructions shall lead to disqualification.

9. 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