



EXPRESSION OF INTEREST FOR SERVICES

1.0 INTRODUCTION

- 1.1 The Board and Management of the Niger Delta Development Commission (NDDC) in line with its statutory mandate and the Niger Delta Regional Development Master Plan (NDRDMP) wishes to procure various services in the mandate nine (9) States of the region. The full list of the intended goods to be procured is as shown below.
- 1.2 Consequently, the Commission wishes to engage the services of experienced and qualified consultants to undertake the procurement of the services listed below.

2.0 SCOPE OF SERVICES

- 2.1 The scope of services to be rendered are as indicated against each or group of similar services contained in the attached list.

3.0 ELIGIBILITY CRITERIA:

- 3.1 This Expression of Interest (EoI) shall be based on meeting the following minimum eligibility criteria:
- Evidence of registration with Corporate Affairs Commission (CAC) by inclusion of Certificate of Incorporation and Article of Association;
 - Detailed Company Profile;
 - Evidence of current Tax Clearance Certificate (for the last three years) corresponding with the declared Annual Turnovers by inclusion of photocopy;
 - Evidence of Compliance with the Pensions Reforms Act, 2004 by inclusion of Compliance Certificate from the National Pension Commission;
 - Evidence of Compliance with the Social Insurance Fund Amendment Act, 2011 by inclusion of Compliance Certificate from the Social Insurance Fund;
 - Evidence of Compliance with the Industrial Training Fund Amendment Act, 2011 by inclusion of Compliance Certificate from the Industrial Training Fund;
 - Evidence of Registration in the National Database of Contractors, Consultants and Service Providers by attaching the Interim Registration Report from BPP.
 - Evidence of relevant work experience in at least three (3) jobs of similar nature and complexity executed within the last five (5) years with verifiable Award letters and Certificates of Payments or Job Completion;
 - Evidence of possession of Financial Capability by inclusion of the declared Annual Turnovers for three (3) years and as related to the Firm's Audited Accounts;
 - Evidence of possession of adequate and qualified personnel to execute the work by inclusion of their resumes, qualifications and professional certificates;
 - Evidence of possession of the relevant Equipment, Instruments, Warehouse or/and other relevant facilities where necessary;
 - Affidavit that the firm is not in receivership, insolvency or bankruptcy;
 - Affidavit that none of the directors of the company has any criminal conviction relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts;
 - Affidavit that none of the directors of the company are officers of the Federal Service or BPP;
 - Compliance to other specific requirements relevant to the intended procurement.

4.0 LIST OF SERVICES FOR EXPRESSION OF INTEREST

NO	DESCRIPTION OF SERVICE	LOCATION
1.	Corporate Wellness program Comprising Health Education & Information Management, Bi-annual Fitness Walk & Exercise and Workplace Immunization	Regional
2.	Niger Delta Youth Volunteer Empowerment Scheme	Regional
3.	Institutionalization of Performance Management	Regional
4.	Socio Economic Impact Assessment of Projects in the Region and other Research Activities	Regional
5.	Institutional Strengthening to Support Directorates & Departments on Planning, Budgeting & Implementation	Regional
6.	Feasibility Study and Inventory of Natural Resource in the Niger Delta States (lots 1-2)	Regional
7.	Training on Community Based Disaster Risk Reduction (DRR) Programme on the Danger of Pipeline Vandalism and Resultant Pollution (Lots 1 & 2) Abia, Edo, Imo, Ondo and Bayelsa States	Regional
8.	Training on Community Based Disaster Risk Reduction (DRR) Programme on the Danger of Pipeline Vandalism and Resultant Pollution (Lots 1 & 2) Delta, Rivers and Akwa Ibom States	Regional
9.	Project Management Information System Phase 2	Regional



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5.0 EXPRESSION OF INTEREST AND REQUEST FOR PROPOSAL PROCEDURES

- 5.1 The procedure for the selection of any interested and qualified Contracting Firm shall be as stated below:
- Submission of Expression of Interest (EoI) within the specified timelines as indicated in Item 6.1 below;
 - Opening of EoI solicitation documents;
 - Evaluation of EoI solicitation documents (assessment, evaluation and selection of qualified Firms);
 - Listing of Selected Consultants in the Commission's website;
 - Request for Proposal (RfP) for Selected Consulting Firms only.

6.0 SUBMISSION OF EXPRESSION OF INTEREST

- 6.1 One (1) copy each of the serially arranged required documents (EoI Solicitation Documents) with CLEARLY LABELLED SEPARATOR must be packaged in ONE (1) sealed envelope and clearly marked on the TOP with the “name of the CHOSEN SERVICES”.

- 6.2 PLACE OF SUBMISSION: EoI Solicitation Documents are to be submitted in tamper-proof box located in the office stated below.

The Head, Procurement Unit
8th Floor, Head office Building
Niger Delta Development Commission
167, Aba Road Port Harcourt.

7.0 CLOSING DATE FOR SUBMISSION OF EXPRESSION OF INTEREST

- 7.1 The closing date for this Expression of Interest for all interested and qualified Consultants is on or before 12:00 noon, Friday, September 21, 2018.

8.0 DATE FOR OPENING OF PRE-QUALIFICATION DOCUMENTS

- 8.1 The EoI Solicitation Documents will be opened immediately after the closing time indicated in Item 7.1 above and processed.

9.0 OTHER INFORMATION

- 9.1 An interest and qualified firm(s) can indicate interest in NOT more than one (1) item.
9.2 Only short-listed selected Consulting Firms will be invited for further considerations.
9.3 All inquiries regarding this advertisement should be directed to:

“The Head, Procurement Unit
8th Floor, Head office Building
Niger Delta Development Commission
167, Aba Road Port Harcourt.”

10.0 DISCLAIMER:

- 10.1 This Expression of Interest (EoI) is published for the information of any qualified and prospective Consulting firm only and does not constitute the award or an offer by the Board and Management of the Commission to transact with any party for the intended procurements nor does it also constitute a commitment or obligation on the part of the Board and Management of the Commission to procure the concession services.
10.2 The Board and Management of the Commission will not be responsible for any costs or expenses incurred by any interested party in connection with any response to this EoI and/or the preparation or submission in response to an inquiry.
10.3 The Board and Management of the Commission is not bound to consider or shortlist any prospective and selected firm(s) and reserves the right to annul the selection process at any time without any liabilities and assigning any reason thereof.

Signed:
Management



NDDC

... *Determined to make a Difference*

No. 167, Aba Road, Port Harcourt, Rivers State, NIGERIA
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