



FEDERAL MINISTRY OF SCIENCE, TECHNOLOGY & INNOVATIONS
NIGERIA NATURAL MEDICINE DEVELOPMENT AGENCY
9, KOFO ABAYOMI STREET, VICTORIA ISLAND, LAGOS

INVITATION TO TENDER AND EXPRESSION OF INTEREST FOR THE EXECUTION OF 2022 CAPITAL APPROPRIATION ACT

The Federal Government of Nigeria has allocated funds for the Nigeria Natural Medicine Development Agency, (NNMDA) a parastatal of the Federal Ministry of Science, Technology & Innovations, in the 2022, Appropriation for the procurement of Works, Goods and Services towards achieving its mandates. In compliance with the provisions of the Public Procurement Act 2007, the Agency hereby invites interested eligible and experienced contractors and consultants with proven competence to submit tenders and Expression of interest for the execution of the following projects

2. SCOPE OF WORKS/SUPPLY

CATEGORY A	GOODS
LOTS	INFRASTRUCTURAL DEVELOPMENT
	GOODS
G01	Supply and installation of alternative energy source (SOLAR) for the Laboratory Complex
G02A	Supply of Library Book
G02B	Supply and deploy Internet Bandwidth and payment of subscription to International Scientific Databases.
G03A	Supply and installation of scientific equipment, accessories and staff capacity building.
G03B	Supply of Laboratory Chemicals and Glasswares
G04	Supply and installation of Microbiology Laboratory Equipment, Accessories and staff capacity building
G05	Supply and Installation Of A Comprehensive Solid Soap Processing Machine
G06	Supply and Installation Of Data Processing and Analytical Tools and Accessories
G07A	Supply and Installation Of Office Equipment
G07B	Supply and Installation Of Office Furniture
G08	Procurement and documentation of lands for construction of Clinical Research Facility at Karu, Nasarawa State

CATEGORY B	WORKS
W01	Rehabilitation of old Laboratory Building and Offices, Agency Hqrt, Lagos
W02	Upgrade of water plant filtration and purification systems with erection of 1000lit overhead stainless-steel tank (Lagos)
W03	Construction of Clinical Research Facility at Obinagu, Udi LGA, Enugu State (Foundation Stage) Phase I
W04	Construction of Insectary at Gberigbe, Ikorodu, Lagos State
W05A	Maintenance of Agency's MAPs Experimental Farms in Jos and Kano
W05B	Maintenance of Agency's MAPs Experimental Farms in Jesse, Calabar and Abakaliki

CATEGORY C	CONSULTANCY SERVICES
LOTS	EXPRESSION OF INTEREST
SO1A	Development and Deployment of Green House Technology for organic cultivation of MAPPs and spices, Jesse Farm, Delta State
SO1B	Development and Deployment of Green House Technology for organic cultivation of MAPPs and spices, Jos Farm, Plateau State
SO2	Calibration, validation and general repairs of equipment in the laboratory and PDU
SO3A	Development and deployment of Advocacy and public sensitisation materials on natural medicine knowledge products and practices and facilitation of 2022/2023 STI EXPO
SO3B	Facilitate the review of Agency's 2019 - 2023 Strategic Plan, coordination and development of Strategic Plan of Action for 2024 - 2028
SO4	Development/deployment/installation of Quality Management System to aid ISO - 1705 - 1017 Accreditation for the Laboratory. Complex.
SO5	Further standardization and Phase I Clinical trials of NNMDA Koviron
SO6	Development of indoor residual spray, outdoor larvicide for malaria elimination (continuation of field evaluation studies)
SO7	Continuation of R&D of herbal remedy for breast cancer and prostate cancer (Standardization and Observational study)
SO8	Carry out Phase I clinical evaluation of Agency's NAFDAC listed products (anti-malaria and anti-diabetic)
SO9	Continuation of R&D of herbal remedy for prevention and management of erectile dysfunction and prostate enlargement
SO10	Continuation of R&D of natural herbal products for management of livestock diseases.
SO11	Continuation of herbal vector control solutions for the prevention and treatment of NTD
SO12	Continuation of R&D of herbal therapies for the management of hypertension
SO13	Survey and documentation of indigenous non-medication healing systems (massage therapy, bone setting) and development of directory of TMPs in Nigeria for R&D
SO14	Continuation of R&D of herbal remedy for prevention and management of glaucoma (reduction of IOP - Intraocular Pressure)
SO15	Continuation of R&D pilot production of herbal remedy anti-arthritis cream and tea.
SO16	Skill empowerment training for women in Ijebuode/ Odogbolu/ Ijebu North East Federal constituency, Ogun State
SO17	Vocational training/grant to youths in Ijebu ode/Odogbolu Ijebu North East Federal Constituency, Ogun state
SO18	Construction Supervision/assessment and project evaluations and monitoring
SO19	Maintenance of Animal House and Experiment animals

3. ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the following documents:

- Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7. Business Name is also acceptable for Services;
- Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) for the last three (3) years (2019, 2020 & 2021) valid till 31st December, 2022;
- Evidence of Pension Clearance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2022;
- Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2022 or valid Certificate issued by BPP.
- Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Nigeria Natural Medicine Development Agency or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
- Company's Audited Accounts for the last three (3) years - 2019, 2020, 2021 duly acknowledged by the Federal Inland Revenue Service (FIRS);
- Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON etc.;
- Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- Works: List of Plants/Equipment with proof of Ownership/Lease;
- Services: Evidence of Firm's current registration with relevant regulatory professional body (ies) such as CMD/Training, COREN/QSRBN/ARCON/CORBON/SURCON/Construction;
- For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);
- 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 the authorised officer of the firm.

4 COLLECTION OF TENDER DOCUMENTS (CATEGORY A & B)

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Secretary Tenders Board, Nigeria Natural Medicine Development Agency, No. 9, Kofo Abayomi Street, Victoria Island, Lagos on evidence of payment of a non-refundable tender fee of NIO,000.00 per Lot, paid into the Account Name: Nigeria Natural Medicine Development Agency, Account No: 022800400100 GIFMIS CODE: 1000256280 payable in any reputable Commercial Bank in Nigeria by generating RRR on Remita.net

2. SUBMISSION OF TENDER DOCUMENTS (CATEGORY A & B)

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids with softcopy 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 Director General/Chief Executive, Nigeria Natural Medicine Development Agency, No. 9 Kofo Abayomi Street, Victoria Island, Lagos and clearly marked with "INVITATION TO TENDER" and indicate the "LOT No". Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box at DG's Reception not later than 1:00pm on Monday, 13th June, 2022.

3. SUBMISSION OF EOI DOCUMENTS (CATEGORY C)

Interested firms are to submit two (2) bound Expression of Interest (Eoi) documents separated by dividers and arranged as indicated above. The documents should be submitted in a sealed envelope and addressed as stated above, and clearly marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box not later than 1:00pm on Monday, 16th May, 2022.

4. OPENING OF EOI AND TECHNICAL BIDS

The EOI and technical bids will be opened immediately after the deadlines for submission at 1:00pm on Monday, 16th May, 2022 and 1:00pm on Monday, 13th June, 2022 respectively, in the Conference Room, at 9, Kofo Abayomi Street, Victoria Island, Lagos, while the financial bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register in The Director General's office 9, Kofo Abayomi Street, Victoria Island, Lagos as the Nigeria Natural Medicine Development Agency will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact Mr FO Fashina 08033285209 (Head, Procurement) or e-mail info@nnmda.gov.ng

5. GENERAL INFORMATION

- Bids must be in English Language and signed by an official authorised by the bidder;
- Bids submitted after the deadline for submission would be returned un-opened;
- Bidders should not bid for more than two (2) Lots;
- All costs will be borne by the bidders;
- 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 (invitation link will be sent to bidders to join the bid opening online) with the physical presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency;
- Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- Category A and B: Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened;
- Category C: Only shortlisted firms will be contacted at a later date for collection of Request for Proposals;
- The Nigeria Natural Medicine Development Agency 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.

Signed
The Director General/Chief Executive
NNMDA