



NIGERIA NATURAL MEDICINE DEVELOPMENT AGENCY (NNMDA)

Federal Ministry of Innovations, Science & Technology (FMIS&T)

9, KOFO ABAYOMI STREET, VICTORIA ISLAND, LAGOS

INVITATION TO TENDER

1. INTRODUCTION

The Federal Government of Nigeria has allocated funds for the Nigeria Natural Medicine Development Agency, (NNMDA) a parastatal of the Federal Ministry of Innovations, Science & Technology in the 2026 Appropriations for the procurement of Goods and Services towards achieving its mandates. In compliance with the provisions of the Public Procurement Act 2007, the Agency hereby invites competent eligible contractors with proven evidence to submit tenders for the following projects:

2. SCOPE OF GOODS & SERVICES

LOTS	CATEGORY A: GOODS
G1	Training and Empowerment on Capacity Building Livestock Domestication/Farming in Selected Locations in Ogun State Ongoing
G2	Supply and Installation of Solar Street Light Across Selected Communities in Nigeria Ongoing
G3	Training For Youths in Morden Agricultural Techniques and Provision of Aligned Chemicals For Empowerment in Ogun State Ongoing
G4	Training and Empowerment on Capacity Building, Production of Natural Herbal Products For Livestock in Ogun State Ongoing
G5	Establishment of Medicinal Aromatic and Pesticidal Plant Farms and Installation of Renewable High Breed Solar Lights in Selected Locations in Karo/Keffi/Kokona Federal Constituency, Nasarawa State Ongoing
G6	Provision of Naturally-Fortified Grains in Some Selected Communities in Karo/Keffi/Kokona Federal Constituency, Nasarawa State Ongoing
G7	Distribution of Nature Cure for Hypertension and Natural Herbal Medicines to Selected Communities in Karu L.G.A, Nasarawa State Ongoing
G8	Provision of 5 Nos Solar Powered Borehole to Various Communities in Ankpa Federal Constituency Kogi State Ongoing
G11	Supply Of Empowerment Materials For Ankpa/Omala/Olamaboro Federal Constituency, Kogi State
G12	Grants of Aids to Women and Youth in Ankpa/Omala/Olamaboro Federal Constituency, Kogi State.
	CATEGORY B: SERVICES
S1	Medical Outreach in the five Local Government Areas of Adamawa North Senatorial District, Adamawa State Ongoing
S2	Modern Techniques on Peace and Conflict Resolution For Community Leaders and Religious Leaders in Part of South West Ongoing
S3	Medical Outreach to Communities within Kogi Environs Ongoing
S4	Medical Outreach to Selected Communities Across Adamawa Central Senatorial District, Adamawa State.

3. ELIGIBILITY REQUIREMENTS

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC_{1.1} or CAC₂ and CAC₇. Business Name (Status Report) is also acceptable for Services;
- b. 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 valid till 31st December, 2026.
- c. Evidence of Pension Clearance Certificate valid till 31st December, 2026 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- d. Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2026 (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);
- e. Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2026;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2026 or valid Certificate issued by BPP.
- g. 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;
 - that no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
- h. Company's Audited Accounts for the last three (3) years - 2023, 2024 & 2025;
- i. Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- j. 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.;
- k. Verifiable documentary evidence of at least three (3) similar jobs (in size, nature & complexity) executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- l. Works: List of Plants/Equipment with proof of Ownership/Lease Agreement;
- m. Consultancy Services: Evidence of Firm's current registration with the relevant regulatory professional body(ies) such as Centre for Management Development;
- n. For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);
- o. For Joint Venture/Partnership, Memorandum of Understanding (MoU) indicating Lead Partner should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);

Note: All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing among 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 authorized officer of the firm.

4. COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the Procurement office /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 **₦10,000.00** per Lot, paid into the **Account Name: Nigeria Natural Medicine Development Agency, Account No: 022800400100 GIFMIS CODE: 1000256280** payables in any reputable Commercial Bank in Nigeria by generating RRR on Remita.net

5. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the Lot 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 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 NNMDA Multipurpose Hall not later than **11:00 am Tuesday, 20th October, 2026**.

6. OPENING OF TECHNICAL BIDS

The **Technical** bids will be opened immediately after the deadlines for submission at **11:00 am on Tuesday, 20th October 2026**, in the NNMDA Multipurpose Hall, at 9, Kofo Abayomi Street, Victoria Island, Lagos, while the financial bids will be kept un-opened. Please, ensure that you sign the EOIs/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 Procurement office +2348033285209 & +2348067446867 or e-mail capitalprojects@nnmda.gov.ng

7. GENERAL INFORMATION

- a. Tenders must be in English Language and signed by an official authorised by the bidder;
- b. Tenders submitted after the deadline for submission would be returned un-opened;
- c. Bidders should not bid for more than two (2) Lots; violation shall lead to automatic disqualification.
- d. All costs will be borne by the bidders;
- e. The Technical Bids will be opened in the presence of Bidders or their representatives, CSOs in the areas of Anti-Corruption and Transparency and Private Professional bodies; and will be covered by video recording; invitation link will be sent to bidder who chooses to join the bid opening online;
- f. 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;
- g. The Nigeria Natural Medicine Development Agency is not bound to pre-qualify/shortlist any applicant 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
Nigeria Natural Medicine Development Agency