



NATIONAL AUTOMOTIVE DESIGN AND DEVELOPMENT COUNCIL

(Former National Automotive Council & Centre for Automotive Design & Development)

(FEDERAL MINISTRY OF INDUSTRY, TRADE AND INVESTMENT)



INVITATION FOR PRE-QUALIFICATION AND EXPRESSION OF INTEREST

1.0 Introduction

In compliance with the requirement of the Public Procurement Act of 2007, the National Automotive Design and Development Council (NADDC) invites interested, competent and reputable Contractors/Suppliers/Consultants with relevant experiences, requisite expertise and good track record for pre-qualification and expression of interest on the projects listed below:

2.0 Projects

2.1 Goods

SN	Lot No.	Description
i.	NADDC/PUG/001	Procurement of Computers
ii.	NADDC/PUG/002	Procurement of Printers
iii.	NADDC/PUG/003	Procurement of Photo Scanner/Scanners
iv.	NADDC/PUG/004	Procurement of Photocopiers
v.	NADDC/PUG/005	Procurement of Office Equipment
vi.	NADDC/PUG/006	Procurement of Fireproof Cabinets
vii.	NADDC/PUG/007	Procurement of Office Fittings
viii.	NADDC/PUG/008	Procurement of Generator and Inverters
ix.	NADDC/PUG/009	Procurement of Power Backup Solution
x.	NADDC/PUG/010	Procurement of Machine Tools
xi.	NADDC/PUG/011	Procurement of Automotive Shop Equipment
xii.	NADDC/PUG/012	Procurement of 3D Reverse Engineering Scanner
xiii.	NADDC/PUG/013	Procurement of Metrological Services Equipment
xiv.	NADDC/PUG/014	Procurement of Furniture for NADDC Headquarters
xv.	NADDC/PUG/015	Procurement of Furniture (NADDC Zaria Office)
xvi.	NADDC/PUG/016	Procurement of Multimedia Solution
xvii.	NADDC/PUG/017	Procurement of Consumable for Pattern Shop and Safety Materials
xviii.	NADDC/PUG/018	Procurement of Consumable for Melting and Casting Components
xix.	NADDC/PUG/019	Procurement of Consumables for Machining and Automotive Components Development
xx.	NADDC/PUG/020	Procurement of Consumable for Fabrication of Prototype Automotive Components

2.2 Works

SN	Lot No.	Description	Minimum Average Annual Turnover (₦'m)
i.	NADDC/PUW/001	Remodelling of Design Office, Zaria	50,000,000.00

2.3 Consultancy Services

SN	Lot No.	Description
i.	NADDC/PUC/001	Automotive Technicians Software Development
ii.	NADDC/PUC/002	Acquisition of Data Conversion Solution (Electronic Document Management System)
iii.	NADDC/PUC/003	Acquisition of Enterprise Resource Platform
iv.	NADDC/PUC/004	Visitor's security Management Solution (VSMS)
v.	NADDC/PUC/005	Multimedia Conferencing Solution: Acquisition of digital video conferencing system, digital display units, system software and training
vi.	NADDC/PUC/006	Consultancy for the Review of National Automotive Industry Development Plan (NAIDP)

3.0 Eligibility Criteria

- a. Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7
- b. Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2018;
- c. Evidence of Current Pension Compliance Certificate valid till 31st December, 2018;
- d. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2018;
- e. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2018;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid Certificate issued by BPP;
- g. Sworn Affidavit disclosing whether or not any officer of the relevant committees of the National Automotive Design and Development Council 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;
- h. Company's Audited Accounts for the last three (3) years – 2015, 2016, 2017;
- i. Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;
- j. Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications (in case of construction: COREN, QSRBN, ARCON, CORBON, etc);
- k. 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;
- l. List of Plants/Equipment with proof of Ownership/Lease (where applicable);
- m. For Consultancy Services (001 – 005), evidence of registration with Computer Registration Council of Nigeria (CPN) and National Information Technology Development Agency (NITDA);
- n. Evidence of Registration with relevant professional bodies for other Lots (where applicable);
- o. Professional Certification/Authorisation with relevant Original Equipment Manufacturer and/or Technology;
- p. 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.

3. Submission of Pre-Qualification Documents

The deadline for the submission of pre-qualification documents and Expression of Interest documents is on or before **12.00 noon on Tuesday, March 12th, 2019**. It must be submitted in Four (4) copies with one original and marked at the Top Left of the envelope "**Pre-qualification for.... or Expression of Interest of...**" with the Lot Number, Description, Name and Address of the company to be deposited in the Tenders Box located at the Procurement Unit, First Floor and addressed to:

**The Director General,
National Automotive Design & Development Council,
No 13 David Ejoor Street,
Gudu District,
Abuja.**

4. OPENING OF PRE-QUALIFICATION DOCUMENTS

The submitted pre-qualification/expression of interest documents will be opened immediately after the deadline for submission at **12.00 noon on Tuesday, March 12th, 2019**, in the presence of bidders or their representatives who choose to attend at the Conference Room of the Council. Non-Governmental Organization, relevant Professional Association and the public are hereby invited to witness the opening;

5. GENERAL INFORMATION

- i. This announcement is published for information purposes only and does not constitute an offer by the Council to transact with any party for the projects nor does it constitute a commitment or obligation on the part of the Council to procure;
- ii. Please note that only pre-qualified companies will be invited to tender for the goods, works and services;
- iii. The Council reserves the right to reject any pre-qualification document (s);
- iv. No contractor is allowed to bid for more than two Lots: any bidder who exceeds two Lots will be disqualified automatically; and
- v. The Council pledges fair and equal treatment of all participants but is not bound to shortlist any bidder and reserves the right to cancel the procurement at any stage without incurring any liability in line with Section 28 (b) of the Public Procurement Act, 2007.

Signed:

Jelani Aliyu, MFR
Director General