



# NATIONAL AUTOMOTIVE DESIGN AND DEVELOPMENT COUNCIL

(Former National Automotive Council & Centre for Automotive Design & Development)  
(FEDERAL MINISTRY OF INDUSTRY, TRADE AND INVESTMENT)



## INVITATION TO PRE-QUALIFICATION AND EXPRESSION OF INTEREST (EOI)

### 1. 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/Service Providers with relevant experiences, requisite expertise and good record of accomplishment to submit pre-qualification and expression of interest (EOI) documents for its 2024 Capital projects as listed below:

### 2. SCOPE OF GOODS/WORKS/SERVICES

#### CATEGORY A: GOODS

S/No.	Lot No.	Description
i.	NADDC/G/01	Procurement of Megger Dynamic Motor Analyser
ii.	NADDC/G/02	Procurement of Accounting Software, Integration and Training
iii.	NADDC/G/03	Printing of Guideline for Certification/Registration of Auto Garages and Workshops
iv.	NADDC/G/04	Procurement of CNG Conversion Kits
v.	NADDC/G/05	Procurement of Network Storage System
vi.	NADDC/G/06	Procurement of Solar Powered Hub, Abuja
vii.	NADDC/G/07	Procurement of Solar Powered hub, Northern State
viii.	NADDC/G/08	Procurement of Solar Powered Hub, Southern State
ix.	NADDC/G/09	Procurement of Equipment for Automotive Training Centres
x.	NADDC/G/10	Procurement of Desktops
xi.	NADDC/G/11	Procurement of Laptops
xii.	NADDC/G/12	Procurement of 3D Industrial Printer
xiii.	NADDC/G/13	Procurement of Printers
xiv.	NADDC/G/14	Procurement of Furniture & Fittings for Automotive Training Centres
xv.	NADDC/G/15	Procurement of Office Equipment for Automotive Training Centres
xvi.	NADDC/G/16	Procurement of CNG Equipment and Solar Powered Hub, North Central Zone
xvii.	NADDC/G/17	Procurement of CNG Equipment and Solar Powered Hub, North East Zone
xviii.	NADDC/G/18	Procurement of CNG Equipment and Solar Powered Hub, North West Zone
xix.	NADDC/G/19	Procurement of CNG Equipment and Solar Powered Hub, South East Zone
xx.	NADDC/G/20	Procurement of CNG Equipment and Solar Powered Hub, South South Zone
xxi.	NADDC/G/21	Procurement of CNG Equipment and Solar Powered Hub, South West Zone
xxii.	NADDC/G/22	Procurement of CNG Equipment and Solar Powered Hub, North Central Zone
xxiii.	NADDC/G/23	Procurement of CNG Equipment and Solar Powered Hub, North East Zone
xxiv.	NADDC/G/24	Procurement of CNG Equipment and Solar Powered Hub, North West Zone
xxv.	NADDC/G/25	Procurement of CNG Equipment and Solar Powered Hub, South East Zone
xxvi.	NADDC/G/26	Procurement of CNG Equipment and Solar Powered Hub, South South Zone
xxvii.	NADDC/G/27	Procurement of CNG Equipment and Solar Powered Hub, South West Zone
xxviii.	NADDC/G/28	Procurement of Machine Shop Consumables and Non-Consumables
xxix.	NADDC/G/29	Acquisition of Enterprise Resources Platform
xxx.	NADDC/G/30	Procurement of Impact Testing Machines

#### CATEGORY B: WORKS

S/No.	Lot No.	Description
i.	NADDC/W/01	Provision of ICT Infrastructures
ii.	NADDC/W/02	Installation and Configuration of Electronic Document Management System
iii.	NADDC/W/03	Remodelling and Furnishing of the DG's Office
iv.	NADDC/W/04	Renovation of NADDC Conference Room
v.	NADDC/W/05	Construction of Electric Charging Station

vi.	NADDC/W/06	Construction of Mini Foundry and Machine Workshop
vii.	NADDC/W/07	Construction of Automotive Training Centres
viii.	NADDC/W/08	Construction of Solar Power and Electric Vehicle Charging Station, University of Abuja, Abuja, FCT
ix.	NADDC/W/09	Construction of Solar Power and Electric Vehicle Charging Station, Federal University Petroleum Resource Effurun, Delta State
x.	NADDC/W/10	Construction of Solar Power and Electric Vehicle Charging Station, Ahmadu Bello University (ABU), Zaria
xi.	NADDC/W/11	Construction of Solar Power and Electric Vehicle Charging Station, University of Ilorin, Kwara State
xii.	NADDC/W/12	Clearing, Survey and Mapping out of Council's Land and Fencing in Karmo, FCT
xiii.	NADDC/W/13	Design, Configuration and Deployment of the NADDC National Automotive Repository Platform
xiv.	NADDC/W/14	Renovation of Materials and Vehicle Evaluation Laboratory, Zaria
xv.	NADDC/W/15	Supply and Installation of Generator and Transformer at Automotive Training Centre. Abakaliki, Ebonyi State
xvi.	NADDC/W/16	Supply and Installation of Generator and Transformer at Automotive Training Centre. Bauchi, Bauchi State
xvii.	NADDC/W/17	Supply and Installation of Generator and Transformer at Automotive Training Centre. Lokoja, Kogi State
xviii.	NADDC/W/18	Supply and Installation of Generator and Transformer at Automotive Training Centre. Gusau, Zamfara State
xix.	NADDC/W/19	Supply and Installation of Generator and Transformer at Automotive Training Centre. Osogbo, Osun State

#### CATEGORY C: CONSULTANCY SERVICES

S/No.	Lot No.	Description
i.	NADDC/C/01	CNG National Training
ii.	NADDC/C/02	Capacity Building Training on Foundry, Pattern Work, Machining, Welding & Auto Mechanic
iii.	NADDC/C/03	Capacity Building Training on Solidwoks, North Central Zone
iv.	NADDC/C/04	Capacity Building Training on Solidwoks, South South Zone
v.	NADDC/C/05	Capacity Building Training on Solidwoks, South West zone
vi.	NADDC/C/06	Capacity Building Training on Midax NFX, South-East Zone
vii.	NADDC/C/07	Capacity Building Training on Midax NFX, North West Zone
viii.	NADDC/C/08	Capacity Building Training on Midax NFX, North-East Zone
ix.	NADDC/C/09	Training of Technicians and Youths on Conversion of Vehicles from PMS-Driven to CNG-Driven
x.	NADDC/C/10	Training of Technicians and Youth on Servicing, Repairs and Maintenance of Electric and Light Vehicles
xi.	NADDC/C/11	Training on Heavy-Duty Vehicles including Agric Tractors, North Central Zone
xii.	NADDC/C/12	Training on Heavy Duty Vehicles including Agric Tractors, North East Zone
xiii.	NADDC/C/13	Training on Heavy Duty Vehicles Including Agric Tractors, North West Zone
xiv.	NADDC/C/14	Training on Heavy-Duty Vehicles Including Agric Tractors, South East Zone
xv.	NADDC/C/15	Training on Heavy Duty Vehicles including Agric Tractors, South West Zone

xvi.	NADDC/C/16	Training on Heavy Duty Vehicles including Agric Tractors, South South Zone
xvii.	NADDC/C/17	Training on Specialized Mechatronics for Youth and Technician, North Central Zone
xviii.	NADDC/C/18	Training on Specialized Mechatronics for Youth and Technicians, North East Zone
xix.	NADDC/C/19	Training on Specialized Mechatronics for Youth and Technicians, North West Zone
xx.	NADDC/C/20	Training on Specialized Mechatronics for Youth and Technicians, South East Zone
xxi.	NADDC/C/21	Training on Specialized Mechatronics for Youth and Technician, South West Zone
xxii.	NADDC/C/22	Training on Specialized Mechatronics for Youth and Technicians, South South Zone
xxiii.	NADDC/C/23	Training on Vehicle Phototyping

#### CATEGORY D: NON- CONSULTANCY SERVICES

S/No.	Lot No.	Description
i.	NADDC/NC/01	Design Project Software for Modelling, Visualization and Simulation
ii.	NADDC/NC/02	Consultancy for Digital Media & Online PR Management
iii.	NADDC/NC/03	Electric Shuttle Bus Competition in Nigeria Universities
iv.	NADDC/NC/04	Establishment of Guidelines and Scorecards for the Auto Industry

#### 3. ELIGIBILITY REQUIREMENT

- Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7. Business Name with Form BN1 is also acceptable for Services;
- Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31<sup>st</sup> December, 2024; with minimum average annual turnover of **N20** million;
- Evidence of Pension Clearance Certificate valid till 31<sup>st</sup> December, 2024 (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 31<sup>st</sup> December, 2024 (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 31<sup>st</sup> December, 2024;
- Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP.
- 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;
- Company's Audited Accounts for the last three (3) years – (2021, 2022, 2023);
- 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, SURCON, etc.;
- 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;
- Works: List of Plants/Equipment to be used for the project with proof of Ownership/Lease Agreement;
- ICT jobs: Evidence of current Licence/accreditation with Computer Professionals Registration Council of Nigeria (CPN) and National Information Technology Development Agency (NITDA);
- Training: Evidence of Firm's current accreditation by the Centre for Management Development (CMD);
- For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers;
- For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance 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 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. SUBMISSION OF PRE-QUALIFICATION/EXPRESSION OF INTEREST (EOI) DOCUMENTS.

The deadline for submission of pre-qualification/expression of interest documents is on or before **12:00 noon on Wednesday, October 30, 2024**. It must be submitted in Four (4) copies with one original and three photocopies and marked at the Top Left hand of the envelope "Pre-qualification or Expression of Interest for ..... with the Category, Lot Number, Description, Name and Address of the company to be deposited in the Tenders Box located at Procurement Unit, First Floor and addressed to:

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

#### 5. OPENING OF PRE-QUALIFICATION/EXPRESSION OF INTEREST (EOI) DOCUMENTS.

The submitted pre-qualification/expression of interest document will be opened immediately after the deadline for submission at **12:00 noon on Wednesday, October 30, 2024** at the Conference Room of the Council in the presence of bidders or their representatives.

#### 6. GENERAL INFORMATION

- EoI/Bids must be in English Language and signed by an official authorised by the bidder;
- EoI/Bids submitted after the deadline for submission would be returned un-opened;
- All costs will be borne by the bidders;
- 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;
- A bidder who wins more than One (1) contract will not be awarded for more than One (1) Contract;
- The EOIs/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 EOI's/bid opening online;
- Categories A & B: Only pre-qualified bidders at technical evaluation will be invited at a later date for collection of tender documents;
- Categories C & D: Only shortlisted Consultants at EOI's evaluation will be invited at a later date for collection of Request for Proposals; and
- The National Automotive Design and Development Council is not bound to pre-qualify/shortlist any Applicant and reserves the right to annul the Procurement process at any time without incurring any liability in accordance with Section 28 of the Public Procurement Act, 2007.

**Signed:  
Joseph O. Osanipin  
Director General/CEO**