



**AGRICULTURAL RESEARCH COUNCIL OF NIGERIA
AGRICULTURAL RESEARCH HOUSE
PLOT 223D CADASTRAL ZONE B6 MABUSHI ABUJA
INVITATION TO TENDER AND OF EXPRESSION OF INTEREST FOR
2020 CAPITAL PROJECTS**

1. INTRODUCTION

The Agricultural Research Council of Nigeria wishes to invite competent suppliers, contractors and service providers to tender for jobs and provide consultancy service in various areas of its operations in the 2020 financial year. This is in response to Covid-19 to enhance effective farming season and ensure food security.

2. SCOPE OF SERVICES/SUPPLIES/WORKS

• CONSULTANCY

- LOT 1 STRATEGIC EMPOWERMENT PROGRAMME FOR YOUTH IN BASAMBIRI NEMBE LGA BAYELSA EAST SENATORIAL DISTRICT, BAYELSA STATE
- LOT 2 STRATEGIC EMPOWERMENT PROGRAMME FOR YOUTH IN OGBIA TOWN BAYELSA EAST SENATORIAL DISTRICT, BAYELSA STATE
- LOT 3 STRATEGIC EMPOWERMENT PROGRAMME FOR YOUTH IN BASAMBIRI OKPOAMA BRASS LGA BAYELSA EAST SENATORIAL DISTRICT, BAYELSA STATE
- LOT 4 PROVISION FOR CAMPAIGN ON FISHERIES DEVELOPMENT ON WATER FRONTS IN PORT HARCOURT II, RIVERS STATE
- LOT 5 PROVISION OF GRANTS FOR AGRICULTURAL TRAINING FOR WOMEN AND YOUTH KHANA/GOKANA FEDERAL CONSTITUENCY RIVERS STATE
- LOT 6 PROVISION OF GRANTS FOR AGRICULTURAL TRAINING FOR WOMEN AND YOUTH OKIRIKA/OGU-BOLO FEDERAL CONSTITUENCY RIVERS STATE
- LOT 7 PROVISION OF GRANTS FOR AGRICULTURAL TRAINING FOR WOMEN AND YOUTH AHOADA-EAST FEDERAL CONSTITUENCY RIVERS STATE
- LOT 8 ESTABLISHMENT OF AGRICULTURAL RESEARCH COMMUNICATION SYSTEM
- LOT 9 CONSULTANCY ON SUPERVISION OF BUILDING
- LOT 10 CAPACITY BUILDING IN MODERN FARMING TECHNIQUE
- LOT 11 AGRICULTURAL SUMMIT/SEMINAR

• GOODS

- LOT 12 PROCUREMENT OF FARM INPUTS FOR RURAL FARMERS IN CROSSRIVER STATE
- LOT 13 SUPPLY OF POULTRY PROCESSING EQUIPMENT FOR 500/DAY CYCLE IN KOGI STATE
- LOT 14 PRINTING OF JOURNAL FOR AGRICULTURAL RESEARCH (JAAR)
- LOT 15 SUPPLY OF OFFICE FURNITURE AND FACILITIES AT AGRICULTURAL RESEARCH OUTREACH CENTERS
- LOT 16 SUPPLY AND INSTALLATION OF RADIO EQUIPMENT
- LOT 17 SUPPLY OF DESKTOP COMPUTERS
- LOT 18 PROCUREMENT OF AGRICULTURAL RESEARCH SCIENCE BOOKS
- LOT 19 PROVISIONS OF SOLAR STREET LIGHTS IN BESAN OSOKOM BOKI LGA CROSS RIVERS STATE CENTRAL SENATORIAL DISTRICT, CROSS RIVERS STATE

LOT 20 SUPPLIES OF MOTOR CYCLES FOR YOUTH EMPOWERMENT IN AGBO COMMUNITY ABI LGA CROSS RIVERS STATE CENTRAL SENATORIAL DISTRICT, CROSS RIVERS STATE

• **WORKS**

LOT 21 RENOVATION OF EXISTING STRUCTURES AT AGRICULTURAL RESEARCH OUTREACH CENTERS (AROC)

LOT 22 CONSTRUCTION OF ADDITIONAL THREE (3) NEW AGRICULTURAL RESEARCH OUTREACH CENTERS (AROC)

LOT 23 RENOVATION OF EXISTING STRUCTURES AT EMMCO KOGI STATE

3. ELIGIBILITY REQUIREMENTS

- i. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7 OR CAC 1.1; (Note Business Name is acceptable for Consultancy Services);
- ii. Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2020;
- iii. Evidence of current Pension Compliance Certificate valid till 31st December, 2020;
- iv. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2020;
- v. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2020;
- vi. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 30/06/2020 or valid Certificate issued by BPP.
- vii. Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Agricultural Research Council of Nigeria 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;
- viii. Company's Audited Accounts for the last three (3) years - 2017, 2018 & 2019;
- ix. Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- x. Company's 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.***);
- xi. 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;
- xii. List of Plants/Equipment with proof of Ownership/Lease (where applicable);
- xiii. For Consultancy Services: Evidence of current registration with relevant professional body(ies);
- xiv. For Supply of Equipment: Letter of Authorization as representative of the Original Equipment Manufacturers (OEMs);
- xv. 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)
- xvi. 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 (GOODS)

All bidders interested in supplies are to obtain tender documents from the Council upon payment of non-refundable Tender fee of ₦10,000.00 (Ten Thousand Naira Only) per Lot, paid into the Agricultural Research Council of Nigeria's remita account in any reputable commercial bank in Nigeria..

Companies/Consultants interested in Services and Works would not pay at this stage until after pre-qualification.

5. SUBMISSION OF DOCUMENTS

GOODS:

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 EXECUTIVE SECRETARY
AGRICULTURAL RESEARCH COUNCIL OF NIGERIA
PLOT 223D, CADASTRAL ZONE B6 MABUSHI
ABUJA**

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 **12:00 noon on Monday, 6th July, 2020**.

SERVICES AND WORKS:

Interested firms/companies are to submit two (2) bound of Expression of Interest and Technical bids for Services and Works respectively, separated by dividers and arranged as indicated above. The documents should be submitted in a sealed envelope and addressed to 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 (*state the location of the box*) not later than **12:00 noon on Monday, 6th July, 2020**.

6. OPENING OF TECHNICAL BIDS AND EXPRESSION OF INTEREST

Only the Technical bids (for Works and Goods) and Expression of Interest (for Services) will be opened immediately after the deadline for submission at **12:00 noon on Monday, 6th July, 2020** at the Mallam Adamu Bello Auditorium 1st Floor Agricultural Research House Mabushi Abuja. However, **WITHOUT** the presence of Bidders and the usual member of the public. This is in compliance with maintenance of social distancing and to avoid overcrowding at this period of COVID19 pandemic. Alternatively, the bid opening shall be covered by video recording with presence of observers from Anti-Corruption & Transparency CSOs. Bidders are urged to sign the bid submission register in the procurement unit Room 313, 2nd floor, ARCN Headquarters, Mabushi, Abuja as ARCN would not be held liable for misplaced or wrongly submitted bids.

7. PLEASE NOTE:

- i. The Council will not be responsible for any costs or expenses incurred by any interested party in connection with any response to this invitation and/or preparation or submission in response to an enquiry.
- ii. This advertisement is specifically for projects under the 2020 Appropriation Act and shall not be construed as a commitment on the part of the Council to award any or all the above listed projects.
- iii. Services: Only shortlisted firms will be contacted at a later date for collection of Request for Proposals;
- iv. Works: Only pre-qualified bidders will be contacted at a later date for collection of tender documents;
- v. Goods: 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
- vi. Late submission shall be returned un-opened;
- vii. Proposal for different lots should be submitted differently. Lump submission will be rejected.
- viii. Any document submitted not properly addressed and signed will be rejected.
- ix. Original letters or other reference collected from third party for the purpose of this advertisement and addressed to the procuring entity must be attached.
- x. Company representatives other than Directors signing or representing the company in this process including during tender opening must first be introduced in a letter addressed to the ARCN Tenders Board duly signed by registered Director of the Company.
- xi. You are to strictly adhere to the instructions in this Advertisement and other instructions that maybe in the bidding documents, Public Procurement Act 2007, and other relevant laws guiding contract administration in Nigeria;
- xii. The ARCN is not bound to pre-qualify/shortlist 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
EXECUTIVE SECRETARY
AGRICULTURAL RESEARCH COUNCIL OF NIGERIA
PLOT 223D, CADASTRAL ZONE B6 MABUSHI
ABUJA.