



**FEDERAL ROADS MAINTENANCE AGENCY (FERMA)
HEADQUARTERS**

Plot 163, Aminu Kano Crescent, Wuse II - ABUJA

**REQUEST FOR EXPRESSIONS OF INTEREST FOR
THE SELECTION OF CONSULTANT (CATEGORY E)**

INTRODUCTION:

The Federal Roads Maintenance Agency (FERMA) is desirous of engaging Consultants for the execution of consultancy services as provided in the 2020 Appropriation Act. In line with provisions of the Public Procurement Act 2007, FERMA hereby invites suitably qualified consultants with good track records to express interest in the under listed projects.

SCOPE OF WORKS;

i. The Scope of works for Package I

The scope of works include but not limited to training of youths on solar street lights.

ii. The scope of works for Package II

The scope of works include but not limited to development of reference standards for pavement structure evaluation.

iii. The scope of works for Package III

The scope of works include but not limited to training and empowerment of youths on repair of heavy construction equipment and asphalt plant plus start up tools.

iv. The scope of works for Package IV

The scope of works include but not limited to physical inspection of pavement, measurement, coring, extraction and laboratory analysis of pavement materials, production of rubberized asphalt, and production of road mats nationwide.

v. The scope of works for Package V

The scope of works include but not limited to upgrading and maintenance of document management system, implementation of document and file tracking system and staff training.

vi. The scope of works for Package VI

The scope of works include but not limited to production and airing of Hausa, Ibo and Yoruba documentary program nationwide and engagement of key stakeholders

vii. The scope of works for Package VII

The scope of works include but not limited to development and deployment of nationwide integrated monitoring evaluation and impact assessment platform/software, setting up of a situation room for real time monitoring and training of user departments.

LIST OF PROJECTS

Package I: Electrical

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	TRAINING OF YOUTHS ON SOLAR STREET LIGHTS IN CROSS RIVER SOUTH SENATORIAL DISTRICT, CROSS RIVER STATE	CROSS RIVER	ES/ELECT/20-10

Package II: Multi-lateral & Special Duties.

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	DEVELOPING REFERENCE STANDARDS FOR PAVEMENT STRUCTURE EVALUATION.	FCT/NATIONWIDE	MSD/20-01

Package III: MECHANICAL UNIT

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	TRAINING ON REPAIR OF HEAVY CONSTRUCTION EQUIPMENT AND ASPHALT PLANT PLUS START UP TOOLS IN ANAMBRA STATE SDDR.	ANAMBRA	ES/MECH/20-09

Package IV: Research & Development.

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	PRODUCTION OF RUBBERISED ASHPALT	FCT OFFICE	ES/RD/20-01
2	PRODUCTION OF 100 ROAD MATS FOR 36 STATES AND FCT.	FCT AND FIELD OFFICES.	ES/RD/20-02

Package V: ICT

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	IMPLEMENTATION OF RAVERFID DOCUMENT AND FILE TRACKING SYSTEM.	HQ	RMMS/ICT/20-03
2	UPGRADE AND MAINTENANCE OF DOCUMENT MANAGEMENT SYSTEM AND STAFF TRAINING	HQ	RMMS/ICT/20-04

Package VI: COMM/PR

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	PRODUCTION AND AIRING OF HAUSA, IBO AND YORUBA DOCUMENTARY PROGRAMME NATIONWIDE.	NATIONWIDE	COMM/PR/20-02
2	CRITICAL STAKEHOLDERS ENGAGEMENT ON ROAD MAINTENANCE NATIONWIDE	NATIONWIDE	COMM/PR/20-03

Package VII: MONITORING/EVALUATION UNIT

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	DEVELOPMENT AND DEPLOYMENT OF NATIONWIDE INTEGRATED MONITORING EVALUATION AND IMPACT ASSESSMENT PLATFORM OF ASSETS, EQUIPMENT AND KEY PROCESS.	HQ	ME/20-01

ELIGIBILITY CRITERIA

Prospective bidders must possess the following eligibility criteria to be able to participate in the bidding process:

- i. Colour copy of evidence of incorporation with Corporate Affairs Commission (CAC) as a Limited/Public Liability Company including copy of certified Memorandum and Articles of Association as well as forms CAC 2 and CAC 7.
- ii. Colour copy of Company Tax Clearance Certificate for the last three (3) years (2017, 2018 & 2019) valid till 31st December **2020**.
- iii. Colour copy of evidence of current Pension Compliance Certificate valid till 31st December, **2020**.
- iv. Colour copy of current ITF (Industrial Training Fund) compliance certificate valid till 31st December **2020**.
- v. Colour copy of NSITF Compensation Act Compliance Certificate valid till 31st December **2020**.
- vi. Evidence of registration on the National Database of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report (IRR) issued by BPP valid till 31st January, **2021**.
- vii. A sworn affidavit dated not earlier than **9th March, 2020** indicating that all documents submitted are genuine and verifiable.
- viii. A sworn affidavit dated not earlier than **9th March, 2020** that none of the directors nor the Company itself has been convicted of any criminal offence in any country including financial impropriety.
- ix. A sworn affidavit dated not earlier than **9th March, 2020** that the bidder is not in receivership, the subject of any form of winding up petition or proceeding
- x. Inclusion of verifiable evidence of plant and equipment with proof of ownership or lease agreement and technology capacity relevant to the project.
- xi. Inclusion of verifiable list of previous similar works compared to the proposed projects successfully carried out within the last three (3) years with names of client, evidence of award letter(s), Last Interim Certificate of valuation for project job completion certificate.
- xii. Company profile including organizational structure, key professional staff with their names, telephone numbers, emails address, responsibilities, designation, years of experience at least two(2) of which must be a registered member with their professional body as it relates to the proposed projects including 2020 Practicing License. (i.e COREN, ACEN, IMC, NISLT, etc)
- xiii. Audited annual financial report of the company for the last three years (2017, 2018 and 2019)
- xiv. Evidence of financial strength, credit worthiness/bank reference letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project in addition to evidence of a turnover of at least N10m in the last three years (2017, 2018 and 2019).
- xv. Evidence that at least one of the CAC registered directors must be both PMI and COREN registered with relevant Monitoring and Evaluation Experience. **(Applicable only to Package VII)**
- xvi. Verifiable documentary evidence of at least two Monitoring and Evaluation projects for reputable organization and institutions carried out in the last three (3) years. **(Applicable only to Package VII)**
- xvii. The offer must be properly signed.
- xviii. All bids must be submitted in English language.

SUBMISSION/OPENING OF EXPRESSION OF INTEREST (EOI) FOR CONSULTANCY SERVICES:

Interested bidders are to submit their bid(s) for each of the Lot(s) desired in two (2) hard copies. The bid should be clearly marked "Expression of Interest Original" at the bottom right hand corner of the first envelope and the second clearly marked "copy" at the bottom Left hand corner. Each of bid for Expression of Interest (Eoi) must be packaged separately in sealed envelopes and put the two sealed envelopes together in a bigger sealed envelope and addressed to:

**THE MANAGING DIRECTOR,
FEDERAL ROADS MAINTENANCE AGENCY,
PLOT 163, AMINU KANO CRESCENT,
WUSE II, ABUJA.**

ATTENTION: DIRECTOR (PROCUREMENT)

and clearly marked on the top left hand corner "**CONFIDENTIAL**" and top right hand corner "**TENDER FOR _____ (indicate Lot No./Project Description/Contract No.) _____**".

Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and hand delivered not later than **12 noon on Tuesday, 24th March 2020**, to the **Office of the Deputy Director (Procurement), FERMA Headquarters Annex Building, No. 7 Eldoret Close, Off Aminu Kano Crescent, Wuse II-Abuja. Ground Floor, Room GF 003.**

All Bids will be publicly opened immediately following the deadline for the submission of bids at **12:00 noon on Tuesday, 24th March 2020** at the **Rockview Royale Hotel, Adetokunbo Ademola Crescent, Wuse II, Abuja**. The Federal Roads Maintenance Agency will not be held liable for misplaced or wrongly submitted bids.

The Representatives of Companies that submitted bids, Representatives of Professional Bodies and the Civil Societies are invited to witness the bid opening exercise.

Please note that:

- i. All Services will not attract Bid Security.
- ii. All Expression of Interest (EOI) does not require Tender fee.
- iii. The Services may not attract advance payment.
- iv. All Procurements attract a minimum guarantee as specified in the Request for Expression of Interest.
- v. Consultants who have worked for the Agency and have history of abandonment, termination and/or lack capacity need not apply.
- vi. Only correctly addressed bids will be received.
- vii. All documents for submission must be transmitted with a Covering/Forwarding Letter under the Company/Firm Letter headed paper bearing amongst others, the registration Number (RC) as Issued by the Corporate Affairs Commission (CAC), Contact Address (not P.O.Box), Telephone Numbers (Preferable GSM Number) and E-Mail Address. The letter headed 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 company.
- viii. The Agency may carry out Due Diligence on the companies to verify claims included in their submissions when necessary.
- ix. The Agency will not enter into unnecessary correspondence with any Consultants except when deemed fit and in the interest of the bid.
- x. All costs incurred by any Company in respect of this advertisement are at her own expense and the Agency shall not entertain any claim whatsoever in this regard.
- xi. The Agency reserves the right to verify any claim made by any of the Bidders.
- xii. The Agency reserves the right to suspend or cancel the bidding process at any stage if and when the need arises in line with Section 28 of the Public Procurement Act 2007.
- xiii. Late submissions will be rejected.
- xiv. Only short-listed firms will be contacted

NON ADHERENCE TO ANY OF THE INSTRUCTIONS ABOVE ATTRACTS AUTOMATIC DISQUALIFICATION

Signed:
MANAGEMENT