



**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 C)

INTRODUCTION:

The Federal Roads Maintenance Agency (FERMA) is desirous of engaging Consultants for the execution of consultancy services as provided in the 2022 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 (ICT)

The scope of works includes but not limited to Upgrading Of Ferma Road Asset Management System at the Agency Headquarters.

ii. The scope of works for Package II (MSD/PPP)

The scope of works includes but not limited to pavement evaluation using state of the art technology.

iii. The scope of works for Package III (RMMS)

The scope of works includes but not limited to integration of Road Data and Management of Program and system.

iv. The scope of works for Package IV (Facility Unit)

The scope of works includes but not limited to Cleaning and Fumigation Services at the Agency's Headquarters and Annex Office.

v. The scope of works for Package V (Electrical Unit)

The scope of works includes but not limited to Fueling of Generators and Plants at the Agency

LIST OF PROJECTS

Package I: ICT Unit

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	UPGRADE OF FERMA ROAD ASSET MANAGEMENT SYSTEM	HQ	RMMS/ICT/24-01

Package II: Multi-lateral & Special Duties.

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	ANNUAL PAVEMENT EVALUATION ON SELECTED FEDERAL ROADS USING OF THE ART TECHNOLOGY	NATIONWIDE	PP/MSD/24-01

Package III: RMMS Dept

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	INTEGRATION OF ROAD DATA AND MANAGEMENT SYSTEM	HQ	RMMS/24-01
2	PROJECT MANAGEMENT PROGRAM	HQ	RMMS/24-02

Package IV: FACILITY UNIT

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	CLEANING AND FUMIGATION SERVICES	HQ	ES/FM/24-01

Package V: ELECTRICAL UNIT

LOT	PROJECT DESCRIPTION	LOCATION	CONTRACT NO:
1	PLANT / GENERATOR FUEL COST	HQ	ES/ELECT/24-01

ELIGIBILITY CRITERIA

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

- 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 COC 2 and COC 7 or MEMART.
- Colour copy of Company Tax Clearance Certificate for the last three (3) years (2021, 2022 & 2023) valid till **31st December 2024**.
- Colour copy of evidence of current Pension Compliance Certificate valid till **31st December, 2024**.
- Colour copy of current ITF (Industrial Training Fund) compliance certificate valid till **31st December 2024**.
- Colour copy of NSITF Compensation Act Compliance Certificate valid till **31st December 2024**.
- 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, 2025**.
- A sworn affidavit dated not earlier than **2nd April, 2024** indicating that all documents submitted are genuine and verifiable.
- A sworn affidavit dated not earlier than **2nd April, 2024** that none of the directors or the Company itself has been convicted of any criminal offence in any country including financial impropriety.
- A sworn affidavit dated not earlier than **2nd April, 2024** that the bidder is not in receivership, the subject of any form of winding up petition or proceeding
- Inclusion of verifiable evidence of plant and equipment with proof of ownership or

- lease agreement and technology capacity relevant to the project.
- 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 or job completion certificate.
- 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 (i.e **COREN, QSRBN, CORBON, ARCON, CCNA, EHORCON, NITDA** etc) including **2024 Practicing License**.
- Audited annual financial report of the company for the last three years (2021, 2022 and 2023)
- 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 (2021, 2020 and 2023).
- The offer must be properly signed.
- All bids must be submitted in English language.

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

Interested bidders are to submit their Technical bid(s) for each of the Lot(s) desired in two (2) hard copies. The Technical 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 Technical 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 Thursday, 19th APRIL 2024**, to the Office of the Assistant Director (Procurement), FERMA Headquarters Annex Building, No. 7 Eldoret Close, Off Aminu Kano Crescent, Wuse II-Abuja. Ground Floor, Room GF001.

All Technical Bids will be publicly opened immediately following the deadline for the submission of the Technical bids at **12:00 noon on Thursday, 19th APRIL 2024** at the **AGENCY'S CONFERENCE HALL, on 2nd FLOOR on Aminu kano Crescent, Wuse II, Abuja**. The Federal Roads Maintenance Agency will not be held liable for misplaced or wrongly submitted bids.

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

Please note that:

- All Services will not attract Bid Security.
- All Expression of Interest (EOI) does not require Tender fee.
- The Services may not attract advance payment.
- All Procurements attract a minimum guarantee as specified in the Request for Expression of Interest.
- Consultants who have worked for the Agency and have history of abandonment, termination and/or lack capacity need not apply.
- Only correctly addressed bids will be received.
- 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.
- The Agency will carry out Due Diligence on the companies to verify claims included in their submissions when necessary.
- The Agency will not enter into unnecessary correspondence with any Consultants except when deemed fit and in the interest of the bid.
- 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.
- The Agency reserves the right to verify any claim made by any of the Bidders.
- 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.
- Late submissions will be rejected.
- Only short-listed firms will be contacted and Invited for financial Bid.

NON ADHERENCE TO ANY OF THE INSTRUCTIONS ABOVE ATTRACTS AUTOMATIC DISQUALIFICATION

Signed:
MANAGEMENT