



NATIONAL SPACE RESEARCH AND DEVELOPMENT AGENCY

OBASANJO SPACE CENTRE, OPPOSITE PYAKASA JUNCTION, AIRPORT ROAD, LUGBE- ABUJA

EXPRESSION OF INTEREST FOR VARIOUS CONSULTANCY SERVICES AT NASRDA HEADQUARTERS AND CENTERS UNDER THE 2018 CAPITAL APPROPRIATION.

1.0 INTRODUCTION

The National Space Research and Development Agency and its Centers invite Experienced and Competent consultants to submit Expression of Interest for Consultancy Services under the 2018 Capital Appropriation.

2.0 SCOPE OF SERVICES

LOT NUMBER	PROJECT TITLE
LOT A	Consultancy services for the Proposed Advanced Air-craft Engineering laboratory, Gusau Zamfara State
LOT B	Consultancy services for the Proposed Advance Aero Space Engineering Laboratory Oka-Akoko Ondo States
LOT C	Consultancy services for the Proposed Advanced Unmanned Aerial Laboratory Ururu Ebonyi State
LOT D	Consultancy services for Proposed NASRDA Institute of Space Science and Engineering Abuja.

3.0 ELIGIBILITY REQUIREMENT

Interested Firms should submit two (2) bound Eol Documents duly Signed, Paginated, Separated by dividers and arranged in the order outlined hereunder:

- i. Evidence of Certificate of Incorporation with Corporate Affairs Commission (CAC), including Forms CAC2 and CAC7
- ii. Evidence of Firms Tax Clearance Certificate for the last three years valid till 31st December 2018
- iii. Evidence of compliance with Pension Reforms Act 2004 by the inclusion of PENCOM compliance Certificate valid till 31st December 2018.
- iv. Evidence of Compliance with the Industrial Training Fund (ITF) by inclusion of Certificate of Compliance from the Industrial Training Fund valid till 31st December 2018
- v. Evidence of current Nigerian Social Insurance Trust Fund (NSITF) Compliance Certificate in line with section 16(6) (d) of the Public Procurement Act valid till 31st December 2018
- vi. Evidence of registration on the National Database of Contractors, Consultants and Service Providers with the Bureau of Public Procurement (BPP), by inclusion of Interim Registration Report (IRR) issued by BPP expiring by 1/1/2019 or valid certificate issued by BPP.
- vii. Evidence of firm's registration with relevant professional body e.g. COREN, ARCON, QSRBS, CORBON, SURCON etc.
- viii. A sworn Affidavit certifying that the firm is not in any bankruptcy proceedings or in receivership or the subject of any form of insolvency or any form of winding up proceedings, nor any of the Director(s) of

the firm has been convicted of financial crimes and none of the officers of the Federal Ministry of Science and Technology, National Space Research and Development Agency or Bureau of Public Procurement is a former or present Director of the Company.

- ix. Annual Audited Account for the last three (3) years (2015,2016,2017)
- x. Evidence of financial capability to execute the Projects including Banks Reference Letter from a reputable Commercial Bank indicating willingness to provide Credit Facility for the Execution of the Project when needed;
- xi. Company profile with Curriculum Vitae of key Staff to be deployed for the Project including copies of their Academic/Professional Qualifications (e.g. COREN, ARCON, QSRBS, CORBON, SURCON etc.
- xii. Documentary evidence of previous Work experience in similar fields at least (3) in the last Five (5) Years and details of Equipment owned including Letter of Award, Valuation Certificates, Job completion Certificate and Photograph of Projects.
- xiii. For Joint Venture Partnership, Memorandum of Understanding (MOU) should be provided
- xiv. All Documents for submission must be Transmitted with a Covering/Forwarding Letter under the Firms 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.

4.0 SUBMISSION OF EOI DOCUMENTS

Interested Firms are to submit two (2) bound copies of Expression of Interest (Eoi) documents separated by Dividers and arranged as indicated above. The Documents should be submitted in a Sealed Envelope and addressed to the Director General/ CEO, National Space Research and Development Agency, Pyakasa Junction, Airport Road, Lugbe Abuja and clearly marked with the **Name of Project** and **Lot Number**. Furthermore, the reverse side of each Sealed Envelope should have the Name and Address of the Bidder and drop in the Designated Box at the Office of the Director of Procurement, National Space Research and Development Agency, Abuja not later than **Wednesday 27th June 2018 at 12 noon**.

5.0 OPENING OF EOI DOCUMENTS

The Eoi Documents will be opened immediately after the deadline of submission on **Wednesday 27th June 2018 at 12 noon** in the presence of Bidders or their Representatives, and Representatives of relevant Professional bodies and Non-Governmental Organization at the DG's Conference Room, NASRDA HQ, Lugbe, Abuja. Please ensure that you sign the Bid submission Register in the office of the Director of Procurement, National Space Research and Development Agency, Abuja as the Agency will not be held liable for misplaced or wrongly submitted Bids.

6.0 IMPORTANT INFORMATION

- Eoi must be in English Language and signed by an official authorised by the bidder
- Eoi submitted after the Deadline for submission would be returned un-opened
- Bidders should not Bid for more than Two(2) Lots
- All costs will be borne by the Bidders
- All shortlisted Bidders will be contacted at a later date for collection of Tender Documents
- The National Space Research and Development Agency is not bound to 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.

7.0 DISCLAIMER

The National Space Research and Development Agency will not be responsible for any cost or expenses incurred by any interested party in connection with any responses to this invitation. The Agency is not under any obligation to award contract to the lowest bidder but in accordance to the selection criteria stipulated in the Public Procurement Act, 2007.

Signed:

**Director General/Chief Executive
National Space Research and Development Agency
Obasanjo Space Centre, Pyakasa Junction, Airport Road,
Lugbe Abuja.**