

## **INSTITUTE FOR PEACE AND CONFLICT RESOLUTION (IPCR)**

Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District,  
Abuja.

### **INVITATION FOR PRE-QUALIFICATION AND EXPRESSION OF INTEREST FOR THE 2022 CAPITAL PROJECTS, ZONAL INTERVENTION/CONSTITUENCY PROJECTS OF THE INSTITUTE**

#### **1.0 INTRODUCTION**

The Institute for Peace and Conflict Resolution was established in January 2000. The Institute is primarily a research centre, a think-tank and agency to strengthen Nigeria's capacity for the promotion of peace, conflict prevention, management and resolution. The Institute for Peace and Conflict Resolution (IPCR), in furtherance of its statutory mandate intends to implement its 2022 Capital Projects under Goods, Works and Services in accordance with the provisions of the Public Procurement Act, 2007.

Accordingly, the Institute for Peace and Conflict Resolution, IPCR, shall undertake the procurement of the various Goods, Works and Services including Zonal Intervention/Constituency Projects of the Federal Government of Nigeria as approved in the 2022 Appropriation Act.

In compliance with the Public Procurement Act 2007, the IPCR therefore invites interested contractors with relevant experience and good track record to submit Expression of Interest (EOI) and pre-qualification documents for the following 2022 Capital Projects, Zonal Intervention/Constituency Projects:

#### **2.0 DESCRIPTION OF PROJECTS.**

##### **CATEGORY A: WORKS**

<b>LOT</b>	<b>PROJECT DESCRIPTION</b>	<b>LOCATION</b>
LOT A1	Acquisition of Land and Construction of Contemporary National Peace Academy and Mediation Centre.	Abuja.
LOT A2	Office Expansion.	IPCR, Headquarters.
LOT A3	Construction of Town Hall for Youth and Women for Peace Building.	Cham, Gombe State.

##### **CATEGORY B: GOODS**

<b>LOT</b>	<b>PROJECT DESCRIPTION</b>	<b>LOCATION</b>
LOT B4	Purchase of Office Furniture	IPCR, Headquarters.
LOT B5	Purchase of Fire Equipment.	IPCR, Headquarters.
LOT B6	Purchase of 12 Containers to be used as Security Post.	IPCR, Headquarters/Zonal/State Offices.
LOT B7	Purchase of Security Equipment.	IPCR, Headquarters/Zonal/State Offices.
LOT B8	Purchase of Project Vehicles	IPCR, Headquarters.
LOT B9	Acquisition of Library Books	IPCR, Headquarters.
LOT B10	Purchase of Library Chairs, Shelves and Tables	IPCR, Headquarters.
LOT B11	Supply of Water Pumps Machines .	Bakura/Maradun Federal Constituency, Zamfara State.

LOT B12	Supply of Instructional Materials.	Bursari/Geidam/Yunusari Constituency, Yobe State.	Federal
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### CATEGORY C: SERVICES

LOT	PROJECT DESCRIPTION	LOCATION
LOT C13	Establishment of Integrated ICT Centre and Computerization of Admin, Account and Registry.	IPCR, Headquarters.
LOT C14	Publication of Books, Journals and Policy Documents and Dissemination of Research Outputs.	IPCR, Headquarters.
LOT C15	Training on Community Conflict and Peace.	Ilah, Kogi State.
LOT C16	Training and Empowerment Program for Youths and Women.	Kachia/Kagarko Federal Constituency, Kaduna State.
LOT C17	Peace Building Workshop for Youths, Religious and Traditional Leaders.	ZangoKataf/Jaba Federal Constituency, Kaduna State.
LOT C18	Sensitization on Peaceful Coexistence.	Minna/Chanchage Federal Constituency, Niger State.
LOT C19	Training and Provision of Grants to Women and Youths.	Plateau Central Senatorial District, Plateau State.
LOT C20	Capacity Building.	Minna, Niger State.
LOT C21	Training on Peaceful Coexistence among Youths and Women Across Wards.	Tarauni Federal Constituency, Kano State.
LOT C22	Stakeholders Sensitization on Conflict Prevention and Management for Communities.	Gombe South Senatorial District, Gombe State.
LOT C23	Skills Development and Capacity Training for Youths and Women.	Gombe South Senatorial District, Gombe State.
LOT C24	Capacity Building in Conflict Resolution and Sustainable Peace.	Ekiti South Senatorial District, Ekiti State.
LOT C25	Advocacy on Menstrual Cycles My Care, Supply and Distribution of Sanitary Pads to Secondary Schools.	Ekiti South Senatorial District, Ekiti State.
LOT C26	Training and Empowerment of Youths in Agriculture.	Kanke and Kanam LGAs, Plateau Central Senatorial District, Plateau State.
LOT C27	Stakeholders Sensitization on Conflict Prevention and Management for Communities.	Pankshin/Bokkos/Mangu LGAs, Plateau Central Senatorial District, Plateau State.
LOT C28	Vocational Development Training and Empowerment of Widows and Physically Challenged.	Plateau Central Senatorial District, Plateau State.
LOT C29	Entrepreneurship Development Training for Women and Youths.	Plateau Central Senatorial District, Plateau State.
LOT C30	Training and Promoting Women on Peace Building and Conflict Resolution.	Kachia/Kagarko Federal Constituency, Kaduna State.

LOT C31	Training on ICT and Provision of Empowerment Items.	Marte LGA, Borno State.
LOT C32	Sensitization and Empowerment for Victims of Banditry.	Batsari/Safana/Danmusa Federal Constituency, Katsina State.
LOT C33	Sensitization and Empowerment for Victims of Banditry.	Batsari/Safana/Danmusa Federal Constituency, Katsina State.
LOT C34	Entrepreneurship Development Training for Women and Youths.	Ukwa East/West Federal Constituency, Abia State.
LOT C35	Capacity Building Training for Women and Youths.	Marte/Monguno/Nganzai Federal Constituency, Borno State.

### 3.0 ELIGIBILITY REQUIREMENTS:

- a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2, and CAC7. Business Name is also acceptable for Services;
- b) Evidence of firm's Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners in case of Business Name) for the last three (3) years (2019, 2020 and 2021) with minimum average turnover of: Works ₦100million, Goods ₦50million, Services ₦10million;
- c) Evidence of Pension Clearance Certificate valid till 31<sup>st</sup> December, 2022 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December, 2022 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is ₦50m and above);
- e) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31<sup>st</sup> December, 2022;
- f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31<sup>st</sup> December, 2022 or valid Certificate issued by BPP;
- g) Sworn Affidavit:
  - disclosing whether or not any officer of the relevant committees of the Institute for Peace and Conflict Resolution (IPCR) or Bureau of Public Procurement (BPP) 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;
  - that none of the Directors or Consultants have been convicted in any court for any criminal offences;
- h) Company's Audited Accounts for the last three (3) years - 2019, 2020 & 2021, duly acknowledged by the Federal Inland Revenue Service (FIRS);
- i) Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

- j) Company's Profile with Curriculum Vitae of key staff to be deployed for the project including copies of their academic/professional qualifications (COREN, QSRBN, ARCON, CORBON, ICAN, ANAN, etc.;
- k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of /awards, Valuation Certificate, job completion Certificates and Photographs of the projects;
- l) Works: List of Plants/Equipment with proof of Ownership/Lease (where applicable);
- m) Services: Evidence of firm's current registration with relevant regulatory professional body such as NITDA, CMD etc.;
- n) Only companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for the Vehicles;
- o) For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);
- p) 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 functional 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 TENDER DOCUMENTS**

Interested contractors must submit their pre-qualification documents/expression of interest in an envelope indicating the Lot Number, Title of the Project at the left hand corner of the envelope and addressed to the Director-General, Institute for Peace and Conflict Resolution, Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District, Abuja. Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated Tender Box in the Director-General's Conference Room, 1<sup>st</sup> Floor, Block A, Institute for Peace and Conflict Resolution, Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District, Abuja) not later than **12:00 noon, Thursday, 16<sup>th</sup> June, 2022.**

#### **5.0 OPENING OF EOI AND PRE-QUALIFICATION DOCUMENTS**

The technical bids/EOI will be opened immediately after the deadline for submission at **12:00 noon, Thursday, 16<sup>th</sup> June, 2022** in the Director General's Conference Room, Institute for Peace and Conflict Resolution, Plot 496, Abogo Largema Street, Off Constitutional Avenue, Central Business District, Abuja in the presence of bidders or their representatives. Please ensure that you sign the Bid Submission Register in the Office of the Head, Procurement, Institute for Peace and Conflict Resolution as the Institute will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Head of Procurement on 08034522337.

## **6.0 GENERAL INFORMATION**

- a. Bids must be in English Language and signed by an official authorised by the bidder;
- b. Bids submitted after the deadline for submission would be returned un-opened;
- c. Bidders should not bid for more than two (2) Lots;
- d. All costs will be borne by the bidders;
- e. Attendees at the bids opening shall be required to wash hands, use hand sanitiser, wear mask and observe physical distancing. The Bids Opening will be covered by video recording and invitation link will be sent to bidders who chooses to join the bid opening online;
- f. Goods & Works: Only pre-qualified bidders at technical evaluation will be invited at a later date for collection of tender documents;
- g. Services: Only shortlisted firms will be invited at a later date for collection of Request for Proposals;
- h. The Institute 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:

**Director General/CEO**

Institute for Peace and Conflict Resolution (IPCR)