



EXPRESSION OF INTEREST AND INVITATION TO TENDER

1. INTRODUCTION

The Federal Government of Nigeria has earmarked funds for the execution of **CAPITAL PROJECTS** under the **2024** Appropriation Act. Consequently, the Agency is inviting Expression of Interest (EOI) for Consultancy Services as well as Technical and Financial Proposals from competent Firms/Contractors for the following programmes:

CONSULTANCY SERVICES

S/N	PROGRAMME	DESCRIPTION	LOT NO.	LOCATION (DETAILS OF LOCATIONS ARE AS CONTAINED IN THE BID DOCUMENTS)
1.	SKILL ACQUISITION TRAINING	The programme aims to facilitate start-up of Micro, Small and Medium Enterprises and equally support existing businesses by availing participants with relevant skills that would place them in proper perspective for profitability and competitiveness.	LOT 1	SOME SELECTED COMMUNITIES IN GOMBE STATE
			LOT 2	SOME SELECTED COMMUNITIES IN DALA LGA AND KANO STATE
			LOT 3	ANKPA FEDERAL CONSTITUENCY, KOGI STATE
			LOT 4	YOUTHS IN KEBBI NORTH SENATORIAL DISTRICT KEBBI STATE
			LOT 5	WOMEN IN KEBBI NORTH SENATORIAL DISTRICT KEBBI STATE
			LOT 6	YOUTH AND WOMEN IN EFON, ADO AND EKITI WEST LGAS
			LOT 7	YOUTHS AND WOMEN IN IJERO AND IREPODUN/IFELODUN LGAS
			LOT 8	MARKET WOMEN IN SELECTED MARKETS IN OSUN WEST SENATORIAL DISTRICT
			LOT 9	NIGER STATE
			LOT 10	ZARIA LGA OF KADUNA
			LOT 11	FAGGE FEDERAL CONSTITUENC, KANO STATE
			LOT 12	YOUTHS ON DRIVING AND TRANSPORT LOGISTICS
			LOT 13	AJEROMI- IFELODUN FEDERAL CONSTITUENCY, LAGOS STATE
			LOT 14	SELECTED COMMUNITIES IN KWARA STATE
			LOT 15	SELECTED COMMUNITIES OF OSUN EAST SENATORIAL DISTRICT OF OSUN STAT
			LOT 16	KWARA SOUTH SENATORIAL DISTRICT
			LOT 17	SELECTED LOCATIONS IN OGUN STATE

S/N	PROGRAMME	DESCRIPTION	LOT NO.	LOCATION (DETAILS OF LOCATIONS ARE AS CONTAINED IN THE BID DOCUMENTS)
	SKILL ACQUISITION TRAINING	The programme aims to facilitate start-up of Micro, Small and Medium Enterprises and equally support existing businesses by availing participants with relevant skills that would place them in proper perspective for profitability and competitiveness.	LOT 18	SELECTED LOCATIONS IN OGUN STATE
			LOT 19	SELECTED LOCATIONS IN OGUN STATE
			LOT 20	SELECTED LOCATIONS IN OYO STATE
			LOT 21	SELECTED LOCATIONS IN OYO STATE
			LOT 22	SELECTED LOCATIONS IN OYO STATE
			LOT 23	SELECTED LOCATIONS IN OSUN STATE
			LOT 24	SELECTED LOCATIONS IN OSUN STATE
			LOT 25	SELECTED LOCATIONS IN OSUN STATE
			LOT 26	SELECTED LOCATIONS IN EKITI STATE
			LOT 27	SELECTED LOCATIONS IN EKITI STATE
			LOT 28	SELECTED LOCATIONS IN EKITI STATE
			LOT 29	SELECTED LOCATIONS IN ONDO STATE
			LOT 30	SELECTED LOCATIONS IN ONDO STATE
			LOT 31	SELECTED LOCATIONS IN ONDO STATE
			LOT 32	SELECTED LOCATIONS IN LAGOS STATE
			LOT 33	SELECTED LOCATIONS IN LAGOS STATE
			LOT 34	SELECTED LOCATIONS IN LAGOS STATE
			LOT 35	SELECTED WOMEN IN SOUTH WEST GEOPOLITICAL ZONES
			LOT 36	SELECTED WOMEN IN SOUTH SOUTH GEOPOLITICAL ZONES
			LOT 37	LAGOS MAINLAND
			LOT 38	KANO MUNICIPAL
			LOT 39	YOUTH AND WOMEN IN MUSAWA/MATAZU, KASTINA
			LOT 40	MUSAWA/MATAZU, KASTINA
			LOT 41	WOMEN IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
			LOT 42	GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
			LOT 43	WOMEN IN NIGER NORTH SENATORIAL DISTRICT

			LOT 44	YOUTHS IN NIGER NORTH SENATORIAL DISTRICT
			LOT 45	DISABLED PERSONS IN NIGER NORTH SENATORIAL DISTRICT
			LOT 46	DUKKU LGA OF GOMBE NORTH SENATORIAL DISTRICT, GOMBE STATE
			LOT 47	FUNAKAYE LGA OF GOMBE NORTH SENATORIAL DISTRICT, GOMBE STATE
			LOT 48	GOMBE LGA OF GOMBE NORTH SENATORIAL DISTRICT, GOMBE STATE
			LOT 49	KWAMI LGA OF GOMBE NORTH SENATORIAL DISTRICT, GOMBE STATE
			LOT 50	NAFADA LGA OF GOMBE NORTH SENATORIAL DISTRICT, GOMBE STATE
			LOT 51	KWARA SOUTH SENATORIAL DISTRICT.
			LOT 52	RURAL COMMUNITIES OF OBOT AKARA
			LOT 53	SELECTED RURAL COMMUNITIES OF UKANAFUN
			LOT 54	IBIAKPAN COMMUNITIES
			LOT 55	IFUHO COMMUNITIES
			LOT 56	ABAK USUNG ATAI COMMUNITIES
			LOT 57	EDEM AKAI
			LOT 58	IKOT UKO
			LOT 59	IKOT EKEFRE
			LOT 60	IKOT EKPENE
			LOT 61	IKOT OKORO
			LOT 62	IKPE
			LOT 63	ASANTING
			LOT 64	TEACHERS AT ABAK
			LOT 65	STAFF/ADMINISTRATORS AT ABAK
			LOT 66	TEACHERS AT ESSIEN UDIM
			LOT 67	STAFF/ADMINISTRATORS AT ESSIEN UDIM
			LOT 68	TEACHERS AT ETIM EKPO
			LOT 69	STAFF/ADMINISTRATORS AT ETIM EKPO
			LOT 70	TEACHERS AT IKA
			LOT 71	STAFF/ADMINISTRATORS AT IKA
			LOT 72	TEACHERS AT IKONO
			LOT 73	STAFF/ADMINISTRATORS AT IKONO
			LOT 74	TEACHERS AT IKOT EKPENE
			LOT 75	STAFF/ADMINISTRATORS AT IKOT EKPENE

			LOT 76	TEACHERS AT SOUTH SOUTH STATE
			LOT 77	STAFF/ADMINISTRATORS AT SOUTH SOUTH STATE
			LOT 78	TEACHERS AT SOUTH SOUTH STATE
			LOT 79	STAFF/ADMINISTRATORS AT SOUTH SOUTH STATE
			LOT 80	TEACHERS AT ORUK ANAM
			LOT 81	STAFF/ADMINISTRATORS AT ORUK ANAM
			LOT 82	TEACHERS AT UKANAFUN
			LOT 83	STAFF/ADMINISTRATORS AT UKANAFUN
			LOT 84	ABAK COMMUNITIES
			LOT 85	ESSIEN UDIM COMMUNITIES
			LOT 86	IKONO COMMUNITIES
			LOT 87	IKOT EKPENE COMMUNITIES
			LOT 88	ETIM EKPO COMMUNITIES
			LOT 89	IKA COMMUNITIES
			LOT 90	INI COMMUNITIES
			LOT 91	OBOT AKARA COMMUNITIES
			LOT 92	ORUK ANAM COMMUNITIES
			LOT 93	UKANAFUN COMMUNITIES
			LOT 94	EKA META EKITI CENTRAL
			LOT 95	ADO EKITI, EKITI CENTRAL
			LOT 96	EKITI WEST
			LOT 97	EKA MARUN
			LOT 98	IJERO EKITI
2.	Entrepreneurship Development Training	The programme exposes potential entrepreneurs to the rudiments of starting and managing their businesses. It has the potential to train and facilitate the establishment of new businesses and the expansion of existing enterprises.	LOT 99	SOME SELECTED COMMUNITIES IN GOMBE STATE
			LOT 100	SOME SELECTED COMMUNITIES IN DALA LGA AND KANO STATE
			LOT 101	BALI/GASSOL LGAS OF TARABA STATE
			LOT 102	IBI/WUKARI LGAS OF TARABA STATE
			LOT 103	JALINGO/YARRO/ZING LGAS OF TARABA STATE
			LOT 119	KARIM LAMIDO/LAU/ARDO-KOLA LGAS OF TARABA STATE
			LOT 120	SARDAUNA/KURMI/GASHAKA LGAS OF TARABA STATE
			LOT 121	TAKUM/DONGA/USSA LGAS OF TARABA STATE
			LOT 122	ANAMBRA SOUTH SENATORIAL DISTRICT, ANAMBRA STATE
			LOT 123	KOGI EAST SENATORIAL DISTRICT
			LOT 124	CROSS RIVER SOUTH SENATORIAL DISTRICT
			LOT 125	YOUTHS, GOMBE CENTRAL SENATORIAL DISTRICT
			LOT 126	WUKARI/ IBI FEDERAL CONSTITUENCY TARABA STATE
			LOT 127	CHANCHAGA FEDERAL CONSTITUENCY NIGER STATE.
			LOT 128	GOMBE CENTRAL SENATORIAL DISTRICT
			LOT 129	OSUN EAST SENATORIAL DISTRICT
			LOT 130	LAGOS MAINLAND
			LOT 131	KANO MUNICIPAL

LOT 132	MUSAWA/MATAZU, KASTINA
LOT 133	WOMEN IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
LOT 134	KASHERE IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
LOT 135	PINDIGA IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
LOT 136	KUMO IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
LOT 137	AKKO IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
LOT 138	KWARA SOUTH SENATORIAL DISTRICT.
LOT 139	SELECTED RURAL COMMUNITIES OF UKANAFUN
LOT 140	ABAK
LOT 141	ESSIEN UDIM
LOT 142	RURAL COMMUNITIES OF IKONO
LOT 143	RURAL COMMUNITIES OF IKOT EKPENE
LOT 144	ORUK ANAM & UKANAFUN
LOT 145	DIFFERENT LOCATIONS IN ORUK ANAM
LOT 146	UKANAFUM
LOT 147	ABAK
LOT 148	ESSIEN UDIM
LOT 149	IKA
LOT 150	IKONO
LOT 151	IKOT EKPENE
LOT 152	MAGUMERI LGA IN KAGA/GUBIO/MAGUMERI FEDERAL CONSTITUENCY OF BORNO STATE
LOT 153	OSUN WEST SENATORIAL DISTRICT
LOT 154	ARAMOKO
LOT 155	IYIN EKITI
LOT 156	IGEDE
LOT 157	EFON ALAYE
LOT 158	DARAZO/GANJUWA FED. CONST. BAUCHI STATE
LOT 159	BALANGA AND BILLIRI LOCAL GOVERNMENT AREAS OF GOMBE STATE
LOT 160	ILORIN WEST/ASA FEDERAL CONSTITUENCY, KWARA STATE.

3. OTHER ENTERPRISES SUPPORT SERVICES	The aim is to provide beneficiaries/existing enterprises with business support services, nudge individual MSMEs into formal registered groups, and offer counselling, mentoring and other ancillary services.	LOT 161	WOMEN IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE		
		LOT 162	GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE		
		LOT 163	ETE EDET		
		LOT 164	ITU EDINO		
		LOT 165	IBIAKPO EDEM IDIM		
		LOT 166	ARTISANS IN SELECTED LOCATIONS IN SOUTH SOUTH STATE		
		LOT 167	FARMERS IN SELECTED LOCATIONS IN SOUTH SOUTH STATE		
		4. POST SEASONAL INTERVENTION PROGRAMME	A programme, designed to assist rural farmers acquire necessary skills and knowledge required to reduce post-harvest losses/wastages, etc and facilitating farmers linkages to resources required for their growth and development.	LOT 168	SOME SELECTED COMMUNITIES IN GOMBE STATE
				LOT 169	SOME SELECTED COMMUNITIES IN DALA LGA AND KANO STATE
				LOT 170	WOMEN IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE
LOT 171	GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE STATE				
LOT 172	(KASHERE, PINDIGA, AKKO & KUMO) IN GOMBE CENTRAL SENATORIAL DISTRICT, GOMBE				
LOT 173	SOUTHERN SENATORIAL DISTRICT IN CROSS RIVER STATE				
LOT 174	SELECTED LOCATION OF ORUK ANAM				
LOT 175	ETIM EKPO				
LOT 176	IKA				
LOT 177	INI & OBOT AKARA				
LOT 178	SOUTH SOUTH STATE				
LOT 179	ODOROIKONO, AKWA IBOM STATE				
LOT 180	ODORO IKPE COMMUNITIES				

7.	SENSITIZATION PROGRAMME	Awareness Campaign For Secondary Schools And Youths Organisation On Prioritising Fire Safety, Flood And Other Disaster Emergencies	LOT 229	IBARA, LAFENWA AND OTHER LGDs WITHIN THE SAME SENATORIAL DISTRICT
8.	MSMEs FAIRS FOR LOCAL REGIONAL AND INTRNATIONAL BRANDS/ PRODUCTS	The programme is to create local markets and networking opportunities for MSMEs to boost the sale of their products.	LOT 230	LAGOS
9.	ONE LOCAL GOVERNMENT, ONE PRODUCT	The programme is designed to deliver upgraded capacity (human, technological and financial) with a view of improving productivity and quality of beneficiaries' products to achieve competitiveness and meet national/export standard.	LOT 231	LAGOS MAINLAND

2. REQUIREMENTS FOR EOI

- Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7. Business Name with Form BN1 is also acceptable for Services;
- Memorandum and Articles of Association
- Evidence of Company Income's Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all Partners in case of Business Name) for the last three (3) years valid till 31st December, 2024;
- Evidence of Pension Clearance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;
- Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2024 or valid Certificate issued by BPP.
- Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the Small & Medium Enterprises Development Agency 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;
 - that no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
 - that the company does not have existing loan or financial liability with a bank, other financial institution or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months.

- Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications;
- For Training: Evidence of SMEDAN Business Development Service Provider (BDSP) Certification or accreditation by Centre for Management Development (CMD).
- All profiles must be bonded with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC), Contact Address, Mobile Telephone Number, and e-mail address. **The Letterhead Paper must bear the Names, Phone Numbers and Nationalities of the Directors of the Company** at the bottom of the page, duly signed by the authorised officer of the firm.

3. SUBMISSION OF EOI

One (1) copy of spiral bound pre-qualification documents should be sealed in an envelope and clearly marked '**Expression of Interest**'. The name of the company, programme and Lot number should be boldly written on the reverse side of the envelope and should be dropped in a box at the Procurement Unit Office located on the first floor, SMEDAN New Corporate Headquarters, Idu Abuja. The closing date for the submission is **12:00** noon on Tuesday, **9th April, 2024** and would be opened immediately following the closing on Tuesday, **9th April, 2024** at **12:00** noon. No Payment is required for EOI.

4. COLLECTION OF TENDER DOCUMENTS

Pre-qualified firms from Expression of Interest will be invited to make payment and collect Request for Proposals (RfPs), Terms of Reference (ToR) and financial bid documents for the various consultancy services. Interested firms are to collect bid documents from the Secretary, Tenders Board upon presentation of evidence of payment of a non-refundable tender fee of **Ten Thousand Naira (N10,000)** per lot in favour of SMEDAN by using the Central Bank of Nigeria (CBN) payment gateway platform that can be accessed from the REMITA website at www.remita.net

- Click "Pay Federal Government Agency"
- Enter "SMEDAN" as the name of MDA and select the service type (Tender Fee)
- Enter amount N10,000
- Submit to generate a Remita Retrieval Reference (RRR), a unique payment reference for your transaction.
- This unique code should be presented at any of this payment Channels:
 - At any branch of any commercial bank nationwide
 - With debit/credit cards (MasterCard, Verve, Visa)
 - Your interment banking site
 - Digital wallet/Mobile money
 - Your Remita Profile for registered Remita Users
- Select your preferred payment channels to make payment
If you have any inquiry or complaint, kindly contact our helpdesk via telephone or Email.

5. SUBMISSION OF BIDS

The response to the RfPs and ToRs should be attached with **One (1) soft copy (flash drive) and One (1) hard copy of the company profile** and submitted alongside Two (2) copies of a financial bid, all properly sealed and separately, labeled technical bid and financial bid respectively. The technical requirements/Company Profile should be packaged in sealed envelopes and clearly marked '**Technical Bid**'. Soft Copy of the company profile should be included in a Flash Drive. The financial bid should be sealed in a separate envelope and clearly marked '**Financial Bid**'.

The two (2) envelopes should be put into a bigger envelope and clearly marked **Invitation To Tender**.

The name of the company, programme and Lot number should be boldly written on the reverse side of all the envelopes. **(All documents should be in ring binding)**.

All documents should be addressed to:

**The Secretary Tenders Board
Small and Medium Enterprises Development Agency of
Nigeria (SMEDAN)
Plot 900 Chris Chigbo Road, Industrial Layout,
Phase II, Opp. Berger Yard, Idu, Abuja.**

and should be dropped in a box at the Agency's Procurement Unit located on the first floor. The closing date for the submission of bids is **12:00** noon on **Tuesday, 30th April, 2024** and would be opened immediately following the closing on **Tuesday, 30th April, 2024** at **12:00** noon.

6. REQUIREMENTS FOR TECHNICAL BIDS

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC_{1,1} or CAC₂ and CAC₇;
- b. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2024;
- c. Evidence of Pension Clearance Certificate valid till 31st December, 2024 (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 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- e. Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2024 or valid Certificate issued by BPP.
- g. Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the Small and Medium Enterprises Development Agency 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;
 - that no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
 - that the company does not have existing loan or financial liability with a bank, other financial institution or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months;
- h. Company's Audited Accounts for the last three (3) years -2021, 2022 & 2023, duly acknowledged by the Federal Inland Revenue Service (FIRS);
- i. Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- j. Evidence of Original Equipment Manufacturer (OEM)/Representative for the procurement of equipment;
- k. For ICT projects: Evidence of Firm's current registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA);
- l. For Training: Evidence of SMEDAN Business Development Service Provider (BDSP) Certification or accreditation by Centre for Management Development (CMD).
- m. Only Companies included in the National Automotive Design and Development Council's approved list of local manufacturers of

- n. vehicles or their authorised representatives should bid for the Vehicles; Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON etc.;
- o. 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;
- p. For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided indicating among others the Lead Partner (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);

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, Mobile Telephone Number, and e-mail address. The Letterhead Paper must bear the Names, Phone Numbers and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

7. OPENING OF TECHNICAL BIDS

The technical bids will be opened immediately after the deadline for submission **12:00noon on Tuesday, 30th April, 2024**, in the presence of bidders or their representatives, while the Financial bids will be kept un-opened. Please, ensure that you sign the EOI/Bid Submission Register as the SMEDAN will not be held liable for misplaced or wrongly submitted bids.

The venue for opening is at:

**Small and Medium Enterprises Development Agency of Nigeria
(SMEDAN)
(Training Hall)
Chris Chigbo Road, Industrial Layout, Phase II
Opp. Berger Yard, Idu, Abuja.**

ADDITIONAL INFORMATION:

- i. Copy of evidence of payment (SMEDAN RECIEPT) should be included in the Technical submission;
- ii. No Company/Firm should bid for more than two (2) Lots;
- iii. Bidders or their representatives and other interested organizations/general public are by this notice invited to the opening of Bids.
- iv. Category A: Only Shortlisted firms will be invited at a later date for collection of Request for Proposal.
- v. Only pre-qualified bidders from Technical Evaluation will be invited at a later date for Financial Bid Opening, while financial bids of unsuccessful bidders will be returned un-opened.
- vi. Late submission will be returned un-opened.
- vii. Bidders shall be responsible for all expenses incurred in the preparation of their Bids.
- viii. Failure to satisfactorily fulfill the conditions as requested above will result to the invalidation of such tender.
- ix. SMEDAN reserves the right to verify the authenticity of claim(s) made by any tendering company.
- x. SMEDAN shall reserve the right to reject any submission based on unverifiable Information.
- xi. Please note that this exercise places no commitment on SMEDAN nor establishes any legal relationship whatsoever.
- xii. Bid documents can also be collected in soft copies and bidders can submit through post (courier services).
- xiii. The SMEDAN is not bound to prequalify/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.
- xiv. The Agency's website, email address and phone number are as follows:

E-mail address: info@smedan.gov.ng

alim@smedan.gov.ng

Website: www.smedan.gov.ng

Tel: 08033544630

**SIGNED
MANAGEMENT**