



GLOBAL CROP DIVERSITY TRUST (CROP TRUST)
NATIONAL CENTRE FOR GENETIC RESOURCES AND BIOTECHNOLOGY (NACGRAB)
(Federal Ministry of Innovation, Science & Technology)
MOOR PLANTATION APATA, IBADAN

EXPRESSION OF INTEREST (EOI)/PRE-QUALIFICATION

1. INTRODUCTION

The National Centre for Genetic Resources and Biotechnology (NACGRAB) in collaboration with Global Crop Diversity Trust (Crop Trust) and in compliance with the provision of the Public Procurement Act 2007 as well as KFW procurement guidelines is hereby invites the interested and competent bidders to express their interest to submit their technical bids for the procurement of the following categories of projects:

2. SCOPE OF WORK

S/N	CATEGORY A
A1	PROCUREMENT OF WORKS (Such as construction etc)
	CATEGORY B
B2	PROCUREMENT OF GOODS (Supplies of ICT and Laboratory Equipment, Office furniture, Farm Tools, Reagents, Chemicals etc)
	CATEGORY C
C3	PROCUREMENT OF SERVICES (Event planners, Logistics, Transport Services, Meetings, Maintenance etc)

3. ELIGIBILITY CRITERIA

Interested and competent bidders must fulfil the following criteria and submit all the documents outlined below to be considered eligible: -

- a. Evidence of Incorporation by Corporate Affairs Commission (CAC), by submitting Certificate of Incorporation including Articles of Association, forms CAC2 and CAC7
- b. Evidence of current Tax Clearance Certificate (TCC) corresponding with the declared Annual Turnover and expiring 31st December 2025
- c. Evidence of Compliance with the National Pension Commission by submitting a valid PENCOM Clearance Certificate expiring 31 December 2025;
- d. Evidence of Compliance with Industrial Training Fund Amendment Act 2011 by submitting a valid ITF Certificate valid till 31st December 2025.
- e. Evidence of Compliance with Employer's compensation Act issued by the Nigeria Social Insurance Trust Fund (NSITF) by submitting a valid NSITF Certificate expiring 31st December 2025.
- f. Evidence of registration on the National Database of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report (IRR) issued by the Bureau of Public Procurement (BPP) by submitting a valid IRR Certificate expiring on 31st December 2025.
- g. An Affidavit:
 - i. disclosing whether any officer of the relevant committee of the National Centre for Genetic Resources and Biotechnology (NACGRAB) or the 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 the information presented in its bid are true in all particulars.
 - ii. 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
 - iii. That the company has not been declared Bankrupt.
 - iv. That all information presented in the Bid are true, genuine and correct in all particulars.
- h. Company's Audited Accounts for the last three (3) years (2022, 2023 & 2024) which must tally with TCC.
- 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 the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualification such as *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 (2021 - 2025) including Letter of Award, Valuation Certificates, Job Completion Certificate and Photographs of the Projects.
- l. Works: List of Plant/Equipment with proof of Ownership/Lease Agreement.
- m. For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturer (OEMs).
- n. Electricity Jobs: Evidence of current Licence issued by Nigerian Electricity Management Service Agency (NEMSA)
- o. For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance

Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Affidavit are compulsory for each JV partner) **NOTE: NOT MORE THAN TWO COMPANIES SHOULD FORM A JOINT VENTURE**

- 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 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 authorized officer of the firm.

4. SUBMISSION OF TENDER DOCUMENTS CATEGORY

- a. Bid must be in English and signed by an official authorised by the bidder.
- b. Prospective bidders are to submit their technical bid document for each of their area of interest hard copies each of the technical in sealed envelopes and clearly marked as "Technical Bid" addressed to **the Head of Procurement, National Centre for Genetic Resources and Biotechnology Moor Plantation, Apata, Ibadan, Oyo State, Nigeria.**
- c. Technical Bid marked **NACGRAB/CT/2026** at the top right-hand corner of the envelop.
Furthermore, the reverse of each sealed envelope should bear the name, email,
 - d. phone number address of the bidder.
 - e. All copies of the bids shall be duly signed by an authorised representative of the Bidder. In the event of any discrepancies between copies, the original shall supersede.
 - f. NACGRAB will assume no responsibility for the content of tamper evident bids or for non-compliance with this instruction. **Bids that do not comply shall be disqualified.**
 - g. Kindly note that submissions shall be subjected to verification from relevant authorities.
 - h. **The Deadline for Submission is 12:00 noon Tuesday 14th April 2026.**

5. OPENING OF EOI AND TECHNICAL BIDS

KINDLY NOTE THAT ONLY TECHNICAL BID WILL BE OPENED IMMEDIATELY AFTER THE DEADLINE FOR SUBMISSION AT 12:00PM ON TUESDAY, 14TH APRIL 2026.

- i. All bids must be submitted at the office of the Head, Procurement, National Centre for Genetic Resources and Biotechnology (NACGRAB), Moor Plantation, Apata, Ibadan, Oyo State, Nigeria.
- ii. All Contractors/Suppliers/Service Providers with the presence of two (2) representatives' maximum of private sector professional bodies and Civil Society Organization in the areas of Anti-Corruption and Transparency invited to witness the opening exercise.

6. ADDITIONAL INFORMATION

- a. All expenses incurred in the preparation and submission of any response to this invitation shall be borne solely by the interested participating company.
- b. Submission of bids through email or fax will not be accepted.
- c. Only qualified bidders at technical evaluation will be invited later for all the possible and subsequent financial bids as and when due.
- d. This advertisement shall not be construed as a commitment on the part of NACGRAB/CROP TRUST nor shall it entitle potential companies to make any claims whatsoever or seek any indemnity from NACGRAB/CROP TRUST by virtue of such company having responded to the advertisement.
- e. NACGRAB/CROP TRUST 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).
- f. All enquiries should be directed to the address below.

Head of Procurement
Procurement Unit,
National Centre for Genetic Resources and Biotechnology (NACGRAB),
Moor Plantation, Apata, Ibadan, Oyo State, Nigeria.

SIGNED
THE MANAGEMENT