

***Title: Request for Quotation (RFQ) for Provision of Service for the development of an online seed market information management system for the provision of information on Early Generation Seeds (EGS) and management of supply and demand for quality seeds in Nigeria***

***RFQ Number: NASC-SEEDAN-AGRA/SMIMS-2022-JUL***

## **Introduction**

Alliance for a Green Revolution in Africa (“AGRA”) under the “Building capacity of NASC and Seed Companies to support a robust Seed System in Nigeria” is providing support for the development of a seed market information management system that will help to increase seed industry information availability and exchange. The support will lead to the design and implementation of an active online market information system that provides information on sources, access to EGS supply and allocation plans, historical seed volume data, variety catalogues, industry announcements, public tenders for seed and requests.

Qualified IT service providers and seed planning agencies are therefore invited to submit tenders with respect to:

**“Request for Quotation (RFQ) for Provision of Service for the development of an online seed market information management system for the provision of information on Early Generation Seeds (EGS) and management of supply and demand for quality seeds in Nigeria *RFQ Number: NASC-SEEDAN-AGRA/SMIMS-2022-JUL*”**

## **Description**

We are looking for reliable and qualified IT firms to design, operate and build capacity for the management of the seed market information management system for the NASC:

## **Terms and Conditions of the Solicitation**

### **A.) Notice of Non-Binding Solicitation**

- Issuance of this solicitation does not constitute an award commitment on the part of NASC, nor does it commit NASC, to pay for any costs incurred in the preparation or submission of the price quotes. NASC, reserves the right to reject any offers if such action is in the best interest of the projects.

**Contract:**

- NASC, reserves the right to issue Purchase Orders to multiple vendors.
- The Purchase Order, once accepted by the bidder, becomes a binding contract, including the content of NASC Standard Terms and Conditions, e.g., Anti-human Trafficking, anti-money laundering and Child Safeguarding Provisions.

**Invoicing and Payment:**

- Payment will be made according to the payment conditions as prescribed by the project sponsors “AGRA”.

**Number of Quotations per Bidder:**

- Interested firms can only submit one quotation.
- NASC hereby reserves the right to reject bids received in response to this RFQ and is in no way bound to accept any proposal. NASC additionally reserves the right to negotiate the substance of the finalists’ proposals, including the option of accepting partial components of a proposal if appropriate. Quantities may be subject to change. Once a bid or partial quantity of a bid is accepted and confirmed with an order, failure to provide the goods in a timely way – except for force majeure- will be considered a failure to perform in accordance with this tender and with NASC’s standard contract terms and conditions.

**B.) Confidentiality**

- All information provided as part of this RFQ must be treated as confidential. In the event that any information is inappropriately released, NASC will seek appropriate remedies as deemed fit.
- The content of proposals, discussions –including but not limited to email exchanges-, and all information received in response to this RFQ will be held strictly confidential, except as otherwise noted.

**C.) Communication**

- All communications regarding this solicitation shall be directed to the appropriate parties at NASC via [info@seedcouncil.gov.ng](mailto:info@seedcouncil.gov.ng) .

- Contacting third parties involved in the project, the review panel, or any other party may constitute a conflict of interest and could result in disqualification of the proposal.

#### **D.) Acceptance**

- Award of a proposal does not imply acceptance of its terms and conditions. NASC reserves the option to negotiate the final terms and conditions. NASC additionally reserves the right to negotiate the substance of the finalists' proposals, as well as the option of accepting partial components of a proposal if deemed appropriate.

#### **E.) Right to Final Negotiations**

- NASC reserves the option to negotiate on the final costs and final scope of work and also reserves the option to limit or include third parties at NASC's sole and full discretion in such negotiations.

#### **F.) Third-Party Limitations**

- NASC does not represent, warrant, or act as an agent for any third party as a result of this solicitation. This solicitation does not authorize any third party to bind or commit NASC in any way without NASC's express written consent by duly authorized Senior Management staff.

#### **G.) Review Process**

- The review process will involve a review panel with participants from NASC, AGRA, and SEEDAN. It may, at NASC's discretion involve other entities as determined necessary.

#### **H.) Proposal Validity**

- The proposal shall be valid for **30** days after submission.

#### **I.) Method of Application**

Interested and qualified Bidders are expected to submit a signed financial bid in US Dollars (USD) with the company letterhead paper with the following:

- Detailed description and pack size of each item

- Country of origin or manufacture
- Unit Cost and total cost
- Delivery period
- Validity of quotation
- Warranty/Shelf life as applicable

#### **J.) Submission of Tender Documents**

- Prospective bidders are to submit three (3) hard copies each (**one original & two copies**) of the requested documents and financial bid. Thereafter, the Tenderer shall enclose the original in one (1) envelope and all the copies of the Tender in another envelope, duly marking the envelopes as “ORIGINAL” and “COPY.” The two (2) envelopes shall then be enclosed and sealed in one (1) single outer envelope with the inscription ***Request for Quotation: NASC-SEEDAN-AGRA/LABEQUIP-2022-JUL*** and ensure the bids are registered in the bids register.
- The bid documents should be addressed to the **Director General, National Agricultural Seeds Council (NASC) Kilometer 29 Abuja-Lokoja Expressway, Sheda, Federal Capital Territory.**
- “Please note that you are expected to submit product brochures/pictures of the Items with your Tender submission.

#### **K.) Deadline for Submission**

The deadline for the submission of Tender should not be later than 12 noon of **Tuesday 19<sup>th</sup> July 2022** at the Office of the **Director General, National Agricultural Seeds Council (NASC) Kilometer 29 Abuja-Lokoja Expressway, Sheda, Federal Capital Territory.** **The Bids are expected to be opened immediately after 12:00pm.**

#### **L.) General Information**

- Bids must be in English Language and signed by an official authorized by the bidder;
- Bids submitted after the deadline for submission would be returned unopened;
- All costs will be borne by the bidders;

- The Project is not bound to contract 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.

### **M.) SCHEDULE OF ITEMS REQUIRED**

See attached technical specification sheets for the list of equipment required.

### **N.) Eligibility Criteria**

- Must have a minimum of 5 years of overall experience in the supply of goods and related services.
- Cumulative annual turnover of at least NGN50 million over the last three years (2019-2021)
- Evidence of company registration (certificate of incorporation of the company) including Forms CAC2 and CAC7.
- Evidence of Company Income Tax Clearance Certificate for the last three years (2019, 2020 and 2021).
- Evidence of financial capability to execute the contract by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed.
- 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.
- Evidence of manufacturer's authorization.

### **O.) Notes/Disclaimer**

- The Project shall verify any or all documents and claims made by applicants and will disqualify bidders with falsified documents and claims.
- If it is determined that submitted documents and claims have been falsified, the bidder may face prosecution in a court of Law.

- The Project shall not be held responsible for any disqualified proposal because of any omission or deletion relating to the submission guidelines.
- This advertisement shall not be construed as a commitment on the part of NASC to award a contract to any Contractor, nor shall it entitle any Contractor submitting documents to claim any indemnity from NASC.
- The Project is not bound to shortlist any bidder and reserves the right to annul the bidding process at any time without incurring any liabilities or providing reason.

**Signed:**

NASC Management.