



**The Presidency**

**NATIONAL IDENTITY MANAGEMENT COMMISSION**

**11 Sokode Crescent, Off Dalaba Street, Zone 5, Wuse Abuja**

[www.nimc.gov.ng](http://www.nimc.gov.ng)

## **INVITATION TO TENDER FOR THE TRAINING ON COMMERCIALIZATION OF THE PUBLIC KEY INFRASTRUCTURE (PKI)**

### **1.0 INTRODUCTION**

The National Identity Management Commission (NIMC), “The Commission charged with the mandate to establish, own, operate and manage the National Identity Database in Nigeria seeks to invite applications from interested Contractors/Suppliers/Consultants with cognate experience in areas listed under 2.0 below wishing for their Companies to participate in the bidding process for the Training on Commercialization of the Public Key Infrastructure (PKI) to the Commission.

### **2.0 SCOPE OF WORK**

The scope of work is as follows:

#### **A. Training on Commercialization of the Public Key Infrastructure (PKI).**

The services from the vendor should include:

1. Understanding the features and benefits of PKI as a product.
2. Identifying those that need this service/product so they become the prospect list.
3. Knowing the world best practices with regards to PKI.
4. Creating generic products from the PKI.
5. Building the required business core competences.
6. Strengthening the Commission’s marketing and management skills in the area of PKI.
7. Enhancing the Commission’s confidence and effectiveness in identifying and implementing sales and marketing performance improvement initiatives.

### **3.0 ELIGIBILITY REQUIREMENTS**

To be pre-qualified, interested Vendors **shall** supply the following verifiable evidence including:

- Verifiable Certificate of Company’s Incorporation/Registration with the Corporate Affairs Commission (CAC).
- Verifiable Evidence of Valid (3) Years Tax Clearance Certificate forecast three (3) years (2015, 2016 & 2017).

- Evidence of National Identification Number Registration with NIMC by minimum of two (2) Company Directors who are Nigerians.
- Tax Identification Number.
- Company's Current Three (3) Years Audited Account duly signed. (2015, 2016 & 2017).
- Verifiable Evidence of Industrial Training Fund (ITF) compliance certificate (2017).
- Verifiable current PENCOM Compliance Certificate.
- Evidence of Successful Conduct of Similar Projects in the Past, not later than five (5) years from date of quote.
- Sworn affidavit indicating that Company is not in Receivership nor any of its Directors involved or convicted of any fraudulent activity.
- Accompanying sworn affidavit of disclosure; to disclose clearly if any of the officers (or related persons) of the National Identity Management Commission (NIMC) or the Bureau for Public Procurement (BPP) is a former or present Director of the company.
- A sworn affidavit that the Company is not a replacement for a hitherto Tax defaulting Company.
- Evidence of Financial Capability and Banking Support.
- Verifiable current certificate of Interim Registration Report (IRR) with Bureau of Public Procurement showing registration on National Database of Contractors, Consultants & Service providers.
- A comprehensive Company profile of Consultants to include verifiable staff list, Certificates, Academic & Professional Qualifications of Company staff.
- For Joint Venture (JVS), include the memorandum of understanding (MOU).
- Verifiable current NSITF Compliance Certificate (2018).

**NOTE:**

- i. Original Documents should be available for sighting on demand.
- ii. Tender Documents are available in Procurement Unit, Room 9 Administrative Block, NIMC Headquarters, Wuse Zone 5.

**Submission Details**

1. The vendor is required to submit 2 (two) copies of its response in sealed envelopes; the envelope containing the eligibility documents should be sealed & labelled "**DOCUMENT**"; the envelope containing quotes should be labelled "**FINANCIALS**" & must be separated. The Reference (**TRAINING ON COMMERCIALIZATION OF THE PUBLIC KEY INFRASTRUCTURE AT NIMC**) must be written boldly in the right hand corner of the envelopes.
2. Submissions are to be delivered to:
  - Deputy General Manager- Procurement
  - Room 009, Old Admin Block (Bungalow) Procurement Unit
  - National Identity Management Commission

11 Sokode Crescent, off Dalaba Street  
Zone 5 Wuse Abuja, FCT

**Not later than 12:00 p.m. on Tuesday, June 19<sup>th</sup> 2018.** Submissions must be made in person or by courier;

3. Submission by e-mail or electronic copy will be rejected.
4. Late submissions after the deadline will be rejected.
5. Bidders should ensure that their quotes are duly acknowledged by the Procurement Office at the time of submission.
6. The commission will verify the authenticity of claims made.
7. Invited vendors/bidders are expected to contact the Procurement Unit for further enquiries before the due date of submission. (You can send an email to [procurementunit@nimc.gov.ng](mailto:procurementunit@nimc.gov.ng)).
8. For technical enquiry, please contact the Deputy General Manager, Business Development & Commercial Services (BDCS) via email ([carolyn.folami@nimc.gov.ng](mailto:carolyn.folami@nimc.gov.ng)).
9. The Commission reserves the right to disqualify incomplete quotation. (Only selected bidder will be contacted).

#### **Disclaimer**

1. This invitation is for information purposes only and does not constitute an offer by the Commission to transact with any party for any of the projects, nor does it constitute a commitment or obligation on the part of the Commission.
2. NIMC will not be responsible for any costs or expenses incurred by the invited party/vendor/bidder in connection with any response to this invitation and/or the preparation or submission in response to any enquiry.

Thank you.

**Nkoyo E.A. Iwok (Mrs).**  
**DGM/Head, Procurement Unit**