

**AGREEMENT FOR THE PROVISION OF NATIONAL IDENTIFICATION  
NUMBER (NIN) ENROLMENT SERVICE OUTSIDE NIMC OFFICES  
(ONSITE ENROLMENT SERVICES)**

**BETWEEN**

**NATIONAL IDENTITY MANAGEMENT COMMISSION  
..... STATE**

**AND**

**..... (INSERT NAME OF ORGANISATION)**

Prepared by:  
Legal Services Department  
NIMC

## AGREEMENT

This Agreement is made this ..... day of ....., 20.... between the

**NATIONAL IDENTITY MANAGEMENT COMMISSION**, an agency of the Federal Government of Nigeria established pursuant to the National Identity Management Commission Act 2007 having its State office at .....(hereinafter referred to as “NIMC” which expression shall where the context so permit include its successors-in-title and assigns) of the first part;

And

....., a .....(company incorporated under the laws of the Federal Republic of Nigeria/ an educational institution- please insert as appropriate ) and having its registered office at ..... (hereinafter referred to as “Requesting Party” which expression shall where the context so permit include its successors-in-title and assigns).

NIMC and Requesting Party are hereinafter jointly referred to as “Parties” and individually as “Party”.

### WHEREAS

- a. NIMC was established to, amongst other things, create and regulate a reliable and sustainable National Identity Management System and infrastructure for Nigeria; harmonize and integrate existing databases in government agencies into the National Identity Database; register all individuals covered by the NIMC Act; assign a Unique National Identification Number (NIN); issue General Multi-Purpose Cards (GMPC) to those registered individuals; provide the means for identity verification and authentication and to enter into any form of agreement with any private or public sector based agency or organization for the realization of any of its functions.
- b. NIMC is desirous of providing a sustainable, reliable and secure means to enable persons asserts and prove their identity.
- c. The requesting party is engaged in the business of .....
- d. The Requesting Party invited the NIMC for the enrolment of its staff/student at their designated address outside the offices operated by the NIMC “herein referred to as the “Service”) to the NIMC.
- e. The Requesting Party further represents to NIMC that it will make available the requisite items (as described in FORM OE2) at its designated address for the utilization of the NIMC during the period of the enrolment exercise.

**NOW THEREFORE**, in consideration of the mutual benefits to be derived and the representations, warranties, promises, covenants, conditions and undertakings contained herein, it is hereby agreed between the Parties as follows:

## **1.0 SCOPE OF WORK**

### **1.1 Responsibilities of NIMC**

The NIMC shall provide and deliver the Service under this Agreement within the scope of work agreed herein as follows:

- 1.1.1 The enrolment of persons in the Requesting Party institution into the National Identity Database;
- 1.1.2 The issuance of the NIN for all persons successfully enrolment at the Requesting Party facility;
- 1.1.3 The provision of the Services detailed in items 1.1.1-1.1.2 free of any charge.

### **1.2 Responsibilities and Obligations of Requesting Party**

- 1.2.1 Provide NIMC access to the agreed location for the effective and timely delivery of the Service.
- 1.2.2 Make available items indicated in FORM OE2 for the use of the NIMC at the location for the effective and timely delivery of the Service.
- 1.2.3 Obtain all necessary parental/legal guardian consent and NIN of a parent/legal guardian for enrolment of persons under the age of 16 years.
- 1.2.4 Mobilize all persons for enrolment at the location.

## **2.0 UNDERTAKINGS**

### **2.1 By NIMC**

The NIMC hereby makes the following undertaking:

- 2.1.1 Shall provide the Services of NIN enrolment and NIN issuance free of charge;
- 2.1.2 Shall not provide any ancillary service other than the NIN enrolment and Issuance Services at the said location.

### **2.2 By Requesting Party**

The Requesting Party hereby makes the following undertaking:

- 2.2.1 shall not levy any fee or payment (in what ever form) in the Name of the NIMC on any person or parents of persons enrolling for the NIN at the location.
- 2.2.2 shall ensure that none of its personnel, agents or touts levies any fee or payment in the name of the NIMC for the provisions of the Services.
- 2.2.3 shall exonerate the NIMC from any fee collection by any of its personnel.

2.2.4 Shall report to the NIMC Compliance Unit of any actions of any of the staff of the NIMC requesting payment for services or connivance with its personnel or external person to exhort gratuitous payment for the Services.

2.2.5 the detail report should be sent through the NIMC compliance email [Compliance@nimc.gov.ng](mailto:Compliance@nimc.gov.ng)

**3.0 EFFECTIVE DATE AND TERM OF AGREEMENT**

3.1 The Effective Date of this Agreement shall be the date of the execution of this Agreement.

3.2 This Agreement shall remain in force from the Effective Date of the Agreement as defined in article 3.1 until completion of the Services at the location or until it is terminated in accordance with this Agreement.

3.3 This Agreement will be terminated before the completion date where the Requesting Party contraveins Section 3.2 of this Agreement

3.4 Section 2 shall survive termination of this Agreement.

**4.0 GOVERNING LAW AND JURISDICTION**

4.1 The validity, construction and performance of this Agreement, including its enforcement shall be governed by and interpreted in accordance with the laws of the Federal Republic of Nigeria.

**IN WITNESS WHEREOF**, Parties hereto have caused their respective signatures on the date first above written:

**Signed by the within named authorized Representative  
NATIONAL IDENTITY MANAGEMENT COMMISSION**

Name:..... Designation .....

In the presence of

Name:..... Designation:.....

**Signed by the within-named authorized Representative  
..... (Name of institution/body)**

Name;..... Designation.....

In the presence of:

Name:..... Designation.....