



UNIVERSAL SERVICE PROVISION FUND

FEDERAL MINISTRY OF COMMUNICATIONS AND DIGITAL ECONOMY

Nigerian Communications Commission Head Office, 9th Floor, Plot 423, Aguiyi Ironsi Street, Maitama District, Abuja, FCT. www.uspf.gov.ng



INVITATION TO TENDER

1. INTRODUCTION

The Universal Service Provision Fund (USPF) was established by the Federal Government of Nigeria to facilitate the achievement of national policy goals for universal access and universal service to Information and Communication Technology (ICT) in rural, un-served and under-served areas in Nigeria.

To achieve the above statutory mandate and in compliance with the provisions of the Public Procurement Act 2007, the Universal Service Provision Fund under its 2019 budget hereby invites qualified, competent and reputable contractors and service providers to bid for the following works:

2. SCOPE OF WORKS

LOT	PROJECT DESCRIPTION	LOCATION
BTS-1	Establishment of Base Transceiver Station	North Central
BTS-2	Establishment of Base Transceiver Station	North East
BTS-3	Establishment of Base Transceiver Station	North West
BTS-4	Establishment of Base Transceiver Station	South East
BTS-5	Establishment of Base Transceiver Station	South South
BTS-6	Establishment of Base Transceiver Station	South West
RBTS-1	Establishment of Rural Base Transceiver Station	North Central
RBTS-2	Establishment of Rural Base Transceiver Station	North East
RBTS-3	Establishment of Rural Base Transceiver Station	North West
RBTS-4	Establishment of Rural Base Transceiver Station	South East
RBTS-5	Establishment of Rural Base Transceiver Station	South South
RBTS-6	Establishment of Rural Base Transceiver Station	South West

3. ELIGIBILITY REQUIREMENTS

All tenders must comply with the requirements of Public Procurement Act, 2007 and interested bidders must submit the following documents:

- Evidence of certificate of incorporation issued by Corporate Affairs Commission including form CAC2 and CAC7
- CTC of Articles and Memorandum of Association of the Company. It must show that the company has ICT related activities as part of its objectives
- Evidence of Company Income's Tax Clearance Certificate for the preceding three years (2016, 2017, and 2018) valid till 31st of December 2019 (**with an average minimum annual turnover in the last three years of N200 million for BTS & N100 Million for RBTS respectively**)
- Company's audited accounts for the last three years (2016, 2017 and 2018).
- Evidence of filing annual returns for the preceding three years by inclusion of an acknowledgment letter from Corporate Affairs Commission (2016, 2017, 2018)
- Evidence of financial capability to execute the project 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;
- Proof of at least (3) similar projects carried out in the past five (5) years accompanied by Letters of Award, Job Completion Certificates and Photographs of the projects;.
- Company's Profile with Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications;
- Evidence of current Pension Compliance Certificate valid till 31st December, 2019
- Evidence of current Industrial Training Fund (ITF) compliance certificate valid till 31st December, 2019.
- Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2019.
- Evidence of registration on the National Database of Federal Contractors, Consultants and Service providers by submission of an Interim Registration Report (IRR) expiring by 31st January, 2020 or valid certificate issued by BPP;
- Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Universal Service Provision Fund or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and has to confirm that all information presented in its bid are true and correct in all particulars;
- List of Plants/Equipment with proof of Ownership/Lease
- For Joint Venture/Partnership, the following documents must be provided for each JV partner: Memorandum of Understanding (MoU), CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit. **NOTE: NOT MORE THAN TWO COMPANIES SHOULD FORM A JOINT VENTURE**
- A valid Infrastructure Sharing and Collocation Services license to carry out the project
- Proponent's site solution shall support GSM/UMTS/LTE spectrum sharing technology for future evolution and the basic user data access throughput should be at least DL128kbps/UL 56kbps in 2G access scenario and DL 2048Kbps/UL 256kbps in 3G access scenario.
- Proponents must be a licensed mobile network operating company or a company with a signed MoU with a Mobile Network Operator (MNO). The MNO must have GSM Spectrum Licence.
- 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 authorized officer of the firm.

4. BID BOND

All bids above N100 million for Services and N300 million for Works, shall be accompanied with a bid security of 2% of the bid price by way of bank guarantee issued by a reputable bank acceptable to USPF.

5. COLLECTION OF TENDER DOCUMENTS

Tender Documents are obtainable from the Procurement Department, USPF upon payment of a non-refundable tendering fee of **Ten Thousand Naira (N10,000.00)** only per lot.

The above sum must be payable to Universal Service Provision Fund through the CBN payment gateway (REMITA) platform. Evidence of payment **MUST** be submitted to the Funding and Subsidy Department, USPF for the Tender Receipt, which must be presented to the procurement department for the bid document.

6. SUBMISSION OF BIDS

- Bids must be in English Language and signed by an official authorized by the bidder.
- Prospective bidders are to submit bids for each of the lots desired, two (2) hard copies each Technical and Financial Bids with soft copy of Financial Bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter put the two sealed envelopes together in a bigger sealed envelope addressed to: **The Ag. Executive Secretary, Universal Service Provision Fund, 9th Floor, Nigerian Communications Commission Head Office, Plot 423 Aguiyi Ironsi Street, Maitama, Abuja.**
- COMBINING TECHNICAL AND FINANCIAL BIDS IN THE SAME ENVELOPE WILL LEAD TO AUTOMATIC DISQUALIFICATION;**
- Each Bid Package shall be clearly marked with the following information on both sides of the envelope:
 - Technical Bid marked 'USPF/STD/LOTX/TECHNICAL/2019' at the top right hand corner.
 - Financial Bid 'USPF/STD/LOTX/FINANCIAL/2019' at the top right hand corner.
 - Bid Bond 'USPF/STD/LOT X/BB/2019.
 - Name of Proponent on each of the enclosed document.
 - Contact Name, Phone Number and E-Mail Address.
- All copies of the bids shall be duly signed by an authorized representative of the Proponent. In the event of any discrepancy between copies, the original shall govern.
- Interested Parties shall not bid for more than two (2) Lots of all 2019 USPF projects and consultancies.**
- USPF will assume no responsibility for the content of tamper evident bids or for non-compliance with this instruction. Bids that do not comply with this section may be rejected.
- Kindly note that submissions may be subjected to verification from relevant authorities. Fake documents and false declaration may be forwarded to the relevant prosecution authorities.
- THE DEADLINE FOR SUBMISSION is 10.00 am on 7th January, 2020**
Please note that X denotes the Lot Name

7. OPENING OF TECHNICAL BIDS

- All documents must be Hand Delivered and should reach the office of the undersigned on or before **10.00 am on 7th January, 2020 (KINDLY NOTE THAT TECHNICAL BIDS WILL BE OPENED IMMEDIATELY AFTER THE DEADLINE FOR SUBMISSION at 10.00 am on 7th January, 2020)**
 - Please ensure that you sign the Bid Submission Register in the office of the undersigned as the Universal Service Provision Fund will not be held liable for misplaced or wrongly submitted bids.

The Ag. Executive Secretary
 Universal Service Provision Secretariat
 Nigerian Communications Commission Head Office
 9th Floor, 423, Aguiyi Ironsi Street
 Maitama District, Abuja

Failure to comply with the tendering instructions shall lead to disqualification.

8. DISCLAIMER

- Submissions after the date and time specified above shall be returned un-opened.
- All cost incurred by proponents in response to this advert or enquiries shall be borne by such proponents and not the USPF
- The USPF is not bound to pre-qualify 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.
- This advertisement is published for information purposes, and should not be construed as a commitment or obligation on the part of the USPF to award contract.
- A company shall not bid for Consultancy Services as Technical Auditors and the project to be audited at the same time.

For further clarification on the advertisement, please email:

uspfprocurement@ncc.gov.ng uspfbids@ncc.gov.ng
uspfprocurement@uspf.gov.ng uspfbids@uspf.gov.ng

Signed:

Management
Universal Service Provision Fund