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## CENTRAL BANK OF NIGERIA

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### **REQUEST FOR PROPOSAL FOR THE UPGRADE OF THE ICT FACILITIES AT THE CENTRAL BANK OF NIGERIA DEALING ROOM, ABUJA**

**RFP NO: CBN/ITD/ICT/RFP/2024/071**

#### **1.0 INTRODUCTION:**

The Central Bank of Nigeria (hereafter referred to as “CBN” or “the Bank”), being the apex Bank of the country, occupies a central position in the economic and social development of Nigeria. The CBN is empowered by the CBN Act 2007 with the overall control and administration of the monetary and financial sector policies of the Federal Government.

**2.0** In line with its mandate, the Central Bank of Nigeria (CBN) issues and auctions debt instrument and other financial market instruments for its own operations and on behalf of the Federal Government periodically. The Bank is also charged with the responsibility of maintaining the nation’s foreign reserves. The two departments in the Bank charged with these responsibilities are the Financial Markets and the Reserve Management Departments.

**3.0** To enable both Departments carry out their responsibilities efficiently and effectively, the Bank established a world-class dealing room at the headquarters and equipped it with ICT Facilities in 2015. The ICT Facilities have however attained end-of-life/end-of-support and have resulted in suboptimal performance. There is therefore an urgent need to upgrade these ICT facilities to avoid any further disruptions to the services of the afore mentioned departments of the Bank.

**4.0** CBN now invites sealed bids from competent bidders for the **upgrade of the ICT Facilities at the Central Bank of Nigeria Dealing Room, Abuja.**

**5.0** Proposals from a single vendor or from multiple vendors working together as a team will both be considered. The ideal vendor(s) will have certified knowledge, verifiable capacity and experience in implementing the required solution. Experience in the public sector is preferred, but not mandatory.

**6.0** The High-level requirements about the RFP are as specified in the relevant sections of the bidding document. The detailed specifications for the required solution are also available in the Bidding document.

#### **7.0 GENERAL REQUIREMENTS:**

Interested and competent vendors must submit the following documents for verification:

##### **Mandatory Requirements:**

- a) Evidence of Certificate of Incorporation and Registration with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;
- b) Certified true copy of Memorandum and Article of Association;

- c) Evidence of Company Tax Clearance Certificate for the last three (3) years (2021, 2022 and 2023) as at when due (such evidence should reflect the value of the projects undertaken by the company in the last three (3) years);
- d) Current Pension Clearance Certificate from PENCOM;
- e) Evidence of Compliance Certificate with the provisions of Section 6(1)(3) of the amended Industrial Training Fund (ITF) Act No.19 of 2011;
- f) Evidence of registration with Financial Reporting Council of Nigeria (FRCN);
- g) Sworn affidavit disclosing:
  - That the company is not in receivership, insolvent or bankrupt
  - That the company does not have any Director who has ever been convicted in any court in Nigeria or any other country for criminal offence in relation to fraud or financial impropriety
  - Whether or not any officer of the relevant committee of the Central Bank of Nigeria or the Bureau of Public Procurement (BPP) is a former or present Director, Shareholder or has any pecuniary interest in the bidder
  - That all documents submitted for the bidding are true and correct in all particulars.
- h) An Interim Registration Report (IRR) as Evidence of Registration on the BPP National Database of Contractors, Consultants and Service Providers;
- i) Employees' Compensation Scheme (ECS) Compliance Certificate issued by the Nigeria Social Insurance Trust Fund (NSITF);
- j) Comprehensive company profile including registered office, functional contact email address, GSM phone number(s) and facsimile number(s) with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications;
- k) Company's Audited statement of Accounts for the last three (3) years (2018, 2019 and 2020) duly stamped by licensed Auditors;
- l) Evidence of financial capability to execute the project including Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;
- m) Verifiable documentary evidence of at least three (3) similar jobs executed in the last four (4) years including Letters of Awards, and Job Completion Certificates;
- n) 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 Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

## 8.0 COLLECTION OF BIDDING DOCUMENTS

Upon evidence of payment of a non-refundable fee of ₦10,000.00 (Bank Draft in favour of Central Bank of Nigeria), interested companies may collect Standard Bidding Document (SBD) from;

The Secretary,  
Major Contracts Tenders Committee  
2nd Floor, Wing C  
CBN Head Office Complex,  
Central Business District,  
Abuja, FCT Nigeria.  
Phone No: ☎08176656099, 08091020000

## 9.0 SUBMISSION:

The submissions shall be in two separate sealed envelopes (original and copy):

- i) The general requirements and Technical Proposal should be submitted in a wax sealed envelope boldly marked at the top left corner:-

***“GENERAL REQUIREMENTS and TECHNICAL PROPOSAL for the Upgrade of the ICT Facilities at the Central Bank of Nigeria Dealing Room, Abuja”***

- ii) The Financial Proposal should be submitted in a second, wax sealed envelope boldly marked at the top left corner:-

***“FINANCIAL PROPOSAL for the Upgrade of the ICT Facilities at the Central Bank of Nigeria Dealing Room, Abuja”***

And addressed to:-

The Secretary,  
Major Contracts Tenders Committee  
2<sup>nd</sup> Floor, Wing C  
Procurement & Support Services Department  
CBN, Head Office Complex  
Abuja

## 10.0 CLOSING DATE:

All submission must be received at the above Office not later than 2:00 pm on 14<sup>th</sup> June 2024.

## 11.0 OPENING DATE:

The Technical Proposal will be opened immediately, after close of submission of the bid on the 14<sup>th</sup> June 2024.

## 12.0 GENERAL INFORMATION

- a) Bids must be in English Language and signed by an official authorised by the bidder;
- b) Failure to sign and seal your bid as required may cause your bid to be deemed non-responsive, and the CBN will not be responsible for non-receipt of a bid that is incorrectly addressed or identified. In addition, partial bids, i.e., bids which do not cover all the essential requirements of the Public Procure Act and as may be specified in this document, will be treated as non-responsive and will be rejected.
- c) If deemed necessary, a bidders' conference will be held at the CBN HQ to provide more information/clarification in respect of the technical requirement.
- d) All further enquiries, including requests for any clarification in respect of the bidding documents, up to one (1) week prior to the deadline for submission of the bids, should be directed to [mctc@cbn.gov.ng](mailto:mctc@cbn.gov.ng) OR call ☎ **08176656099, 08091020000**
- e) Bids submitted after the deadline for submission would be returned un-opened;
- f) All costs will be borne by the bidders;
- g) All pre-qualified bidders will be contacted at a later date for financial bid opening, while bids of unsuccessful bidders will be returned un-opened;
- h) The Central Bank of Nigeria 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;
- i) Nothing in the advert shall be construed to be a commitment on the part of the CBN

**Signed**  
**MANAGEMENT**  
**CENTRAL BANK OF NIGERIA**