



NIGERIAN ELECTRICITY REGULATORY COMMISSION
Plot no. 1387, Cadastral Zone, A00, Central Business District, Abuja
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**EXPRESSION OF INTEREST (EOI) FOR THE ENGAGEMENT OF A HEALTH
MAINTENANCE ORGANISATION (HMO)**

1.0 INTRODUCTION

The Nigerian Electricity Regulatory Commission (NERC), in compliance with the Public Procurement Act, 2007, invites reputable, experienced, and interested Health Maintenance Organisation (HMO) to submit EOI eligibility documents for the management of healthcare needs of its employees.

2.0 OBJECTIVE

The main objective is to provide bespoke, world-class healthcare services for its staff, maintaining a healthy workforce that ensures effective and efficient service delivery to meet its statutory mandate.

3.0 SCOPE OF SERVICES

The scope will include the provision of customised comprehensive healthcare services, including diagnostics, physiotherapy, obstetrics, and obstetrics/gynaecology. Other services to be included are accident and emergency, post-natal care, neonatal/paediatrics, mental health, dental services, ophthalmology, inpatient/outpatient services, ear, nose & throat etc.

4.0 ELIGIBILITY REQUIREMENTS

Interested and reputable HMOs should submit one (1) bound copy and an e-copy of EOI documents duly signed, paginated, separated by dividers, and arranged in the order outlined.

- a. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC), including form CAC1.1 or CAC2 and CAC7;
- b. Copy of Company's income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2025;
- c. Evidence of Pension Clearance Certificate valid till 31st December 2025 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- d. Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2025 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- e. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December 2025;

- f. Evidence of registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December 2025 or a valid certificate issued by the Bureau of Public Procurement (BPP);
- g. Copy of the Company's current operational license /certificate as an HMO certified by the National Health Insurance Authority (NHIA);
- h. Certified True Copy of Company's Audited Accounts for the last three (3) years - 2022, 2023, and 2024;
- i. Evidence of the most recent Company's turnover of NGN5 billion and above;
- j. Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- k. Evidence of the best health facilities, including grade A hospitals (both private and public) network coverage in all thirty-six (36) states of the Federation, including the Federal Capital territory, Abuja;
- l. Verifiable documentary evidence of at least three (3) similar jobs executed for reputable private or public sector organisations with higher or equal corporate standing with the Commission, in the last five (5) years (both completed and ongoing), including letters of award, contract agreements, job completion certificates, etc.
- m. Sworn Affidavit disclosing:
 - i. whether or not any officer of the relevant committees of the Nigerian Electricity Regulatory Commission or the Bureau of Public Procurement is a former or present director, shareholder or has any pecuniary interest in the bidder, and to confirm that all information presented in its bid is true and correct in all particulars;
 - ii. that the company is not in receivership or about to be in receivership, or is not a replacement for a hitherto tax defaulting company;
 - iii. that the company is not subject to any form of insolvency or bankruptcy proceedings or the subject of any winding-up petitions or proceedings;
 - iv. Not have any Director who has been convicted in any country for criminal offences relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter.
- n. All documents for submission must be transmitted with a covering/forwarding letter under the company/firm's letterhead 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 an authorized officer of the firm.

One original hard copy document should clearly be marked "REQUEST FOR EOI AND ELIGIBILITY REQUIREMENT/COMPANY PROFILE FOR THE ENGAGEMENT OF A HEALTH MAINTENANCE ORGANISATION (HMO)" and should be submitted at the Commission's Registry on the Ground floor on or before the close of work on Tuesday, October 28, 2025.

5.0 SUBMISSION OF EOI DOCUMENTS

Prospective HMOs are to submit one original hard-bound copy and an electronic-copy of the EOI documents only in MS Word, packaged separately in a sealed envelope and clearly marked as "EOI Documents". Thereafter, enclose the two sealed envelopes together in a bigger sealed envelope using the address stated below and clearly marked "Expression of interest for the engagement of an HMO".

Furthermore, the reverse of the document (hard copy) should bear the name and address of the bidder and should be dropped in the designated Tender Box located at the Commission's Registry Unit on the Ground floor, Wing A, not later than **12:00 noon on Tuesday, October 28, 2025**.

The envelopes should be addressed as follows:

The Chairman
Nigerian Electricity Regulatory Commission
Plot No. 1387, Cadastral Zone A00
Central Business District, Abuja.

6.0 OPENING OF EOI

The EOI documents will be opened immediately after the deadline for submission at **12:00 noon on Tuesday, October 28, 2025**, in the Commission's Hearing Room Wing B, 4th floor, Plot No. 1387, Cadastral Zone, A00, Central Business District, Abuja. Please ensure that you sign the Bid Submission Register in the Commission's Registry Unit on the *Ground floor, Wing A*, as the Nigerian Electricity Regulatory Commission will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the "Head of Procurement" at e-mail: habib.kidaji@nerc.gov.ng and copy baba.mohammed@nerc.gov.ng

7.0 GENERAL INFORMATION

- a. EOI must be in English Language and signed by an official authorised by the bidder;
- b. EOI submitted after the deadline for submission would be returned unopened;
- c. All costs will be borne by the bidders;
- d. Bidders/representatives who chose to attend the EOI opening are free to do so at their own expense;
- e. The Commission is not bound to prequalify any bidder and reserves the right to annul the selection process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

SIGNED
Vice Chairman
Nigerian Electricity Regulatory Commission