



NIGERIAN ELECTRICITY REGULATORY COMMISSION
Plot no. 1387, Cadastral Zone, A00, Central Business District, Abuja
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INVITATION TO TENDER FOR GOODS

1. INTRODUCTION

The Nigerian Electricity Regulatory Commission ("the Commission" or "NERC") was established by the Electric Power Sector Reform ("EPSR") Act 2005, which has subsequently been repealed by the Electricity Act ("EA 2023" or the "Act") of 2023. NERC is mandated by the Act to oversee the Nigerian Electricity Sector and ensure the efficient operation of the industry, the optimal utilisation of resources for the provision of electricity services, the establishment of appropriate consumer rights and obligations regarding the provision of electricity services, and the monitoring of the electricity market's operation.

The Commission wishes to invite experienced and competent automobile dealers to submit bids for the procurement of the underlisted lots itemised below:

2. CATEGORY A: GOODS

LOT	PROJECT TITLE
LOT G1	Supply of Two (2) Units of 2.7L Petrol, 4WD Vans
LOT G2	Supply of One (1) Unit of 13-seater Bus
LOT G3	Supply of One (1) Unit of 3.5L Sedan
LOT G4	Supply of Printer Toner and Drum Cartridge

3. ELIGIBILITY REQUIREMENTS

Interested and reputable suppliers should submit two (2) bound copies of tender documents duly signed, paginated, separated by dividers, and arranged in the order outlined hereunder:

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC), including Form CAC_{1.1} or CAC₂ and CAC₇;
- b. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December 2026;
- c. Evidence of Pension Clearance Certificate valid till 31st December 2026 (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 2026 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is ₦50m and above);

- e. Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December 2026;
- 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 2026 or valid Certificate issued by BPP;
- g. Sworn Affidavit:
 - disclosing 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 are true and correct in all particulars;
 - that no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
 - that the company does not have existing loan or financial liability with a bank, other financial institution, or third party that is classified as doubtful, non-performance, bad, or whose repayment portion has been outstanding for the last four (4) months;
- h. Company's Audited Accounts duly stamped and signed by ANAN/ICAN licensed Auditors for the last three (3) years - 2023, 2024 & 2025;
- i. Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide a credit facility for the execution of the project when needed;
- j. Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON, etc.;
- k. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years, including Letters of Awards, Job Completion Certificates, etc.;
- l. For Lot G1, G2 & G3: evidence of enlistment on the National Automotive Design and Development Council's approved list of local manufacturers of vehicles
- m. For Lot G4: Letter of Authorisation as representative of an Original Equipment Manufacturer (OEM);
- n. For Joint Venture/Partnership, a Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner).

Note: 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 company's directors at the bottom of the page, duly signed by an authorized officer of the firm.

4. COLLECTION OF TENDER DOCUMENTS

Interested bidders are to collect the Standard Bidding Documents (SBD) from the Procurement Unit on the 4th Floor, Wing A of the NERC Headquarters, upon showing evidence of payment of a non-refundable tender fee of NGN10,000.00 per Lot, paid into the Nigerian Electricity Regulatory Commission's REVOP Account, through any reputable commercial bank in Nigeria.

5. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit two (2) bound copies each of the technical and financial bids, with a soft copy of the financial bids only in MS Excel format, packaged separately in a sealed envelope and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, enclose the two sealed envelopes together in a larger sealed envelope addressed to The Chairman, Nigerian Electricity Regulatory Commission, Plot No. 1387, Cadastral Zone A00, Central Business District, Abuja, and clearly marked with the name of the project and Lot bid for. Furthermore, the reverse of each sealed envelope 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, April 21, 2026.

6. OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at 12:00 noon on Tuesday, April 21, 2026, in the Commission's Hearing Room Wing B, 4th floor, Plot No. 1387, Cadastral Zone, A00, Central Business District, Abuja, while the financial bids will be kept up-opened. 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 "Director (Procurement)" on e-mail procurement@nerc.gov.ng and copy habib.kidaji@nerc.gov.ng

7. GENERAL INFORMATION

- a. Bids must be in English Language and signed by an official authorised by the bidder;
- b. Bids submitted after the deadline for submission would be returned unopened;
- c. Bidders should not bid for more than Two (2) LOTS
- d. All costs will be borne by the bidders;
- e. All documents submitted will be subjected to verification from relevant agencies;
- f. Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of unsuccessful bidders will be returned unopened;
- g. The Commission is not bound to pre-qualify 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

Chairman

Nigerian Electricity Regulatory Commission