



**NIGERIAN PORTS AUTHORITY**  
**26/28, MARINA LAGOS**  
**www.nigerianports.gov.ng**

**PUBLIC NOTICE NO: 4056**

**EXPRESSION OF INTEREST (EOI) FOR THE DESIGN, DEVELOPMENT AND IMPLEMENTATION OF MEDICAL MANAGEMENT SYSTEM (BESPOKE) FOR NPA**

**A. INTRODUCTION**

The Nigerian Ports Authority in furtherance of its drive for full automation of its business processes hereby invites reputable Information Technology (IT) firms with proven experience in the development and implementation of applications to submit proposals for the Design, Development and Implementation of Medical Management System (Bespoke). The Medical Services Division maintains clinics at the following locations: (a) Bode Thomas, Surulere, Lagos (b) Marina, Lagos (c) Lagos Port Complex, Apapa (24/7 operation) (d) Tin Can Island Port Complex, Lagos (e) Rivers Port, Port-Harcourt, Rivers State (f) Onne Port, Rivers State (g) Delta Ports, Delta State (h) Calabar Port, Cross River State.

In addition, there are retainership agreements with multi-specialist hospitals in Lagos, Port-Harcourt, Warri and Calabar to handle cases that require advanced medical facilities as well as overseas referrals when necessary. Medical services are presently being provided for an estimated 4,000 employees with about 20,000 dependents and approximately 24,000 pensioners and spouses.

**B. SCOPE OF SERVICES**

The Medical Management System (MMS) should be able to record SOAP (subjective data, objective data, assessment and plan the way progress notes are organized in PROBLEM-ORIENTED RECORD keeping), transfer prescriptions to pharmacists using computerized physician order entry, allow providers to chart without significant impediment, help physicians check treatment recommendations against problem and medication lists, amongst others.

The MMS should have the following module:

- a. Card Reader/Biometric Registration
- b. Electronic Medical Records/Patient Management
- c. Nursing Management
- d. Doctors Workbench
- e. Laboratory Management System
- f. Pharmacy
- g. Inventory Management, amongst others.

Further information is contained in the Request for Proposal (RfP) to be issued to prequalified bidders.

**C. ELIGIBILITY CRITERIA**

**Interested firms should submit bound bid documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:**

## **EXPRESSION OF INTEREST REQUIREMENTS**

1. Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CO2 and CO7.
2. Evidence of Company Tax Clearance Certificate and Audited Account for the last three (3) years (2014, 2015 & 2016), duly signed by ANAN/ICAN licensed Auditors.
3. Evidence of Current Pension Clearance Certificate from National Pension Commission (PENCOM).
4. Evidence of Current Compliance Certificate with Industrial Training Fund (ITF) Act No. 19 of 2011.
5. Evidence of Current Compliance Certificate with the Employees Compensation Act which requires that all employers of labour must remit 1% of the total annual emolument of their workers to the Nigerian Social Insurance Trust Fund (NSITF).
6. Evidence of Current Certificate of registration on the National Data Base of Contractors, Consultants and Service Providers by the Bureau of Public Procurement (BPP) or copy of interim Registration report (IRR) as evidence of compliance with the requirement.
7. Evidence of firm's partnership with relevant technology OEMs and/or registration with professional bodies.
8. Bids must be in English Language and signed by an official authorized by the bidder.
9. All bids must be accompanied with a sworn affidavit disclosing that they do not have any Director who 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;
10. All bidders must accompany every bid with a sworn affidavit disclosing whether or not any officer of the relevant committees of the Nigerian Ports Authority (NPA) or Bureau of Public Procurement (BPP) is a former or present director, shareholder or has any pecuniary interest in the bid and confirm that all information presented in its bid are true and correct in all particulars.
11. 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 (preferably GSM No.), fax and e-mail address. The Letter Head Paper must bear the Names and Nationalities of the Directors of the Company/Firm at the bottom of the page.
12. Bidding firm must have minimum of five (5) years' experience in integrating applications with Oracle e-Business Suite and other third-party applications.
13. Firm's profile to include names, qualification and experience of key personnel (copies of relevant academic and professional qualifications of such personnel must be attached).
14. Evidence of successful completion of three (3) similar projects executed in the last five (5) years including letters of award, completion certificates, contract agreements, etc.
15. For Joint Venture (JV)/Partnership, Memorandum of Understanding (MoU) should be provided (Items 1-12 are compulsory for each JV partner).

***Note: Failure to comply with items 1-12 above will lead to disqualification of the bid.***

#### **D. SUBMISSION OF EXPRESSION OF INTEREST DOCUMENT**

The Expression of Interest (EOI) documents are to be submitted in duplicate and bound hard copies paginated and arranged with dividers as indicated above. The expression of interest documents should be submitted in sealed envelopes and addressed to the "**SECRETARY TO THE TENDERS BOARD, NIGERIAN PORTS AUTHORITY**" and clearly marked "**EXPRESSION OF INTEREST (EOI) FOR THE DESIGN, DEVELOPMENT AND IMPLEMENTATION OF MEDICAL MANAGEMENT SYSTEM (BESPOKE) FOR NPA**" Specifying **PUBLIC NOTICE NO. 4056** and dropped into the designated Tender Box located on the 1<sup>st</sup> floor Headquarters Building, 26/28, Marina Lagos not later than **11.00am** on **Wednesday, 14<sup>th</sup> March 2018**.

All received proposals will be opened **immediately** at the close of submission in the Conference room, 3<sup>rd</sup> Floor, 1 Joseph Street, off Marina, Lagos in the presence of bidders or their representatives. Please ensure that you sign the bid submission register in the office of the General Manager, Procurement as the Authority will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the "General Manager, Procurement" on e-mail: [info.procurement@nigerianports.org](mailto:info.procurement@nigerianports.org)

#### **E. GENERAL INFORMATION**

1. Late submission would not be entertained.
2. All costs incurred as a result of this tender invitation and any subsequent requests for information shall be borne by the bidding companies and only short-listed companies will be contacted.
3. The Authority 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.

**SIGNED  
MANAGEMENT  
NIGERIAN PORTS AUTHORITY**