



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

**PUBLIC NOTICE NO: 4160**

**EXPRESSION OF INTEREST (EOI) FOR THE APPOINTMENT OF AN AUCTIONEER FOR  
THE DISPOSAL OF DERELICT ASSETS AUTHORITY-WIDE**

**A. INTRODUCTION**

The Nigerian Ports Authority intends to appoint an Auctioneer to co-ordinate the disposal of Derelict Assets Authority-Wide and hereby invites the submission of Expression of Interest (EOI) documents from interested and competent auctioneers.

**B. SCOPE OF SERVICES**

The scope of services shall include but not limited to co-ordination of the sale of each Asset to the highest bidder by the Auctioneer. Further information is contained in the Request for Proposal (RfP) to be issued to the pre-qualified Auctioneers.

**C. ELIGIBILITY REQUIREMENTS**

Interested companies should submit bound bid 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<sub>1.1</sub> or CAC<sub>2</sub> and CAC<sub>7</sub>;
- b. Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) for the last three (3) years valid till 31st December, 2024, with minimum average annual turnover of ₦20 million;
- c. Evidence of Pension Clearance Certificate valid till 31st December, 2024 (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, 2024 (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, 2024;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP.
- g. Sworn Affidavit:
  - disclosing whether or not any officer of the relevant committees of the Nigerian Ports Authority 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;
- h. Company's Audited Accounts for the last three (3) years - 2021, 2022 & 2023;
- i. Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide 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, ESVARBON, Certified Auctioneers, etc.;
- k. Verifiable documentary evidence of at least three (3) similar jobs (in size, nature & complexity) executed in the last five (5) years including Letter of Award, Contract Agreement, Job Completion Certificate;
- l. Consultancy Services: Evidence of Firm's current registration with the relevant regulatory professional body(ies) such as COREN, QSRBN, ARCON, CORBON, ESVARBON, Certified Auctioneers, etc.;
- m. For Joint Venture/Partnership, Memorandum of Understanding (MoU) indicating Lead Partner 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 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 the authorised officer of the firm.

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

#### **D. SUBMISSION OF EXPRESSION OF INTEREST (EOI) DOCUMENTS**

Prospective bidders are to submit two (2) hard copies of EXPRESSION OF INTEREST (EOI) documents packed in a **SEALED ENVELOPE** and addressed to "**SECRETARY TO THE TENDERS BOARD, NIGERIAN PORTS AUTHORITY**" and clearly marked "**EXPRESSION OF INTEREST (EOI) FOR THE APPOINTMENT OF AN AUCTIONEER FOR THE DISPOSAL OF DERELICT ASSETS AUTHORITY-WIDE**" Specifying **PUBLIC NOTICE NO: 4160**. Furthermore, the reverse side of the sealed envelope should have the name and address of the bidder. Thereafter, drop the envelope in the designated Tender Box located on the **3<sup>rd</sup> floor** of the Nigerian Ports Authority **Annex Building, No. 1, Joseph Street**, off Marina Lagos at the lobby opposite Room A002 Bid Management & Selection Section not later than **11:00am on Monday 8<sup>th</sup> April 2024**.

#### **E. OPENING OF EXPRESSION OF INTEREST (EOI) DOCUMENTS**

The EOI documents received before the deadline for submission will be opened **immediately** at **11:00 am on Monday, 8<sup>th</sup> April 2024**, in the Conference Room on Annex Building, No. 1, Joseph Street, 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 on the **Annex Building, No. 1, Joseph Street, Marina Lagos, Room A002 Bid Management & Selection Section**, as the Authority will not be held liable for misplaced or wrongly submitted bids. Representatives of Non-Governmental Organizations related to this procurement, transparency and anti-corruption Agencies are hereby invited to witness the bid opening in compliance with Section 19 (b)(ii) of the PPA, 2007.

For further enquiries, please contact the "General Manager (Procurement)" on e-mail: [info.procurement@nigerianports.gov.ng](mailto:info.procurement@nigerianports.gov.ng)

#### **F. GENERAL INFORMATION**

- a. Bids must be in English Language and signed by an official authorised by the bidder.
- b. Late submission will not be entertained.
- c. 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.

- d. The EOI will be opened in the presence of Bidders or their representatives, CSOs in the areas of Anti-Corruption and Transparency and Private Professional bodies; and will be covered by video recording; invitation link will be sent to bidder who chooses to join the EOI opening online;
- e. Only shortlisted Applicants at EOI's evaluation will be invited at a later date for collection of Request for Proposals;
- f. The Nigerian Ports Authority is not bound to shortlist any bidder and reserves the right to cancel the Procurement proceedings in the public interest without incurring any liabilities to the bidders in accordance with the provisions of Section 28 of the Public Procurement Act 2007.

**SIGNED  
MANAGEMENT  
NIGERIAN PORTS AUTHORITY**