



THE PRESIDENCY
NATIONAL IDENTITY MANAGEMENT COMMISSION
11 Sokode Crescent, off Dalaba Street, Zone 5 Wuse

**INVITATION TO PRE-QUALIFY FOR THE SUPPLY AND PRINTING
OF STATIONERY FOR THE NIMC STATE OFFICES**

PREAMBLE:

The National Identity Management Commission (NIMC) by virtue of section 32 of the NIMC Act 2007 recently took over the assets and liabilities of the former DNCR and maintains state offices nationwide.

The Commission is in the process of establishing firms to be short listed for the supply and printing of stationery. The successful firms will be required to supply and print all stationery for the Commission in the state offices as and when required in accordance with the provisions of the Procurement Act 2007.

Accordingly, the Commission hereby invites interested and eligible firms with the requisite experience and capacity to apply to be short listed. The state offices are categorized in Zones and represented by Lots;

Name of Zone	States Within the Zone	Lot
South West	Ekiti, Lagos, Osun, Ondo, Ogun, Oyo	A
South East	Abia, Anambra, Ebonyi, Enugu, Imo	B
South-South	Akwa-Ibom, Bayelsa, Cross River, Delta, Edo, Rivers	C
North Central	Benue, Kogi, Kwara, Nasarawa, Niger, Plateau	D
North East	Adamawa, Bauchi, Borno, Gombe, Taraba, Yobe	E
North West	Kaduna, Katsina, Kano, Kebbi, Sokoto, Jigawa, Zamfara	F

Firms may apply for more than one lot but preference will be given to firms whose offices are situated within the zone applied for. Lots should be indicated on the envelope and a separate set of applications should be submitted for each lot.

APPLICATION FORMAT AND STRUCTURE

To be shortlisted, interested firms must submit the following verifiable evidence;

- Profile of the firm including structure, address, phone number, facsimile number and web address.
- Evidence of registration with Corporate Affairs Commission
- Three years tax clearance certificate
- Three years audited accounts of the firm
- Evidence of relevant experience including evidence and samples of previous printing jobs.

Note: the requested information should be arranged in the order shown above. Respondents may be required to present original documents for sighting during the assessment exercise.

SUBMISSION

Applications should be delivered in 4 hard copies in a sealed envelope marked "**Application for the supply of printed stationery**" and should be delivered to the address below on or before 5:00pm on Thursday 18th September 2008.

The Director General
National Identity Management Commission
11 Sokode Crescent, Off Dalaba Street,
Zone 5 Wuse Abuja, Nigeria
Tel: 09 6726457 www.nimc.gov.ng

Only short listed firms will be contacted.