



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

**INVITATION TO PRE-QUALIFICATION FOR OPERATING STAFF CANTEEN.**

The Commission as part of its welfare scheme for members of staff proposes to retain the services of a catering firm to manage the Commission's staff canteen at the Headquarter, 11 Sokode Crescent, off Dalaba Street, Zone 5 Wuse, Abuja.

Accordingly, the Commission hereby invites interested and eligible catering firms with the requisite experience and capacity to apply for pre-qualification.

**APPLICATION FORMAT AND STRUCTURE**

To pre-qualify, interested firms must submit the following verifiable evidence including but not limited to the following:

- Profile of the firm including structure, management team, registered address, phone number(s) and e-mail address;
- Evidence of Certificate of Incorporation, Memorandum and Articles of Association including Form CO.7/CO.2 of the firm;
- Evidence of registration with relevant authorities;
- Tax Clearance Certificate for the past 3 years;
- Experience/track record handling similar assignment;
- Evidence of existing banking relationship;
- Any other information, considered relevant to the evaluation of your application.

**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:**

Pre-qualification documents must be delivered in 4 hard copies in sealed envelope clearly marked "**Pre-Qualification for Operating Staff Canteen**" and delivered to the address below on or before **5.00pm on Thursday, August 12, 2010.**

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](http://www.nimc.gov.ng)

**Only short listed firms will be contacted.**