

**FEDERAL REPUBLIC OF NIGERIA  
KADUNA ELECTRICITY DISTRIBUTION COMPANY  
(KAEDCO)**

**No. 1-2, Ahmadu Bello Way, Kaduna State, Nigeria**

**INVITATION TO TENDER FOR SUPPLY OF SMART ENERGY METERS UNDER  
METER ACQUISITION FUND (MAF) SCHEME**

**1. INTRODUCTION**

Kaduna Electricity Distribution Company (KAEDCO) is the electricity distribution company licensed by the Nigerian Electricity Regulatory Commission (NERC) to distribute, and sell electricity to customers within Kaduna, Zamfara, Kebbi and Sokoto States all in the North-West part of Nigeria.

The purpose of this invitation to bid is for the procurement of **Smart Prepaid Meters** which are to be adequately supplied to address metering gap in KAEDCO, block leakages through energy theft and ensure improved revenue collection are extended only to bidders who have adequate capabilities and resources to deliver the items on schedule.

**2. SCOPE OF WORKS**

LOT	PROJECT TITLE	MATERIAL CATEGORY	UoM
1	Supply of Single-Phase Smart PPM	Smart Prepaid Meter	No
2	Supply of Three-Phase Smart PPM	Smart Prepaid Meter	No

**3. MANDATORY ELIGIBILITY REQUIREMENTS**

Prospective bidders are required to submit the following documents:

S/N	MANDATORY REQUIREMENTS	REMARKS
1.	Certificate of Incorporation issued by the Corporate Affairs Commission (CAC), including Certified True Copy of Form CAC7 and CAC 2.1 or CAC1.1.	Attach photocopy
2.	Company of Company's Income Tax Clearance Certificate for the last three years (2021, 2022, and 2023) valid till- 31st December 2024.	“
3.	Nigeria Electricity Management Services Agency (NEMSA) certificate valid until 31 <sup>st</sup> December 2024	“

4.	Evidence of current Pension Compliance Certificate valid till 31st December 2024 (This requirement is only applicable to bidders whose number of staff is 15 and above).	“
5.	Annual Audited Accounts of the company for the last three years (2021, 2022, and 2023) duly acknowledged by FIRS	“
6.	Evidence of VAT registration with TIN Number;	”
7.	Evidence of compliance with the Industrial Training Fund (ITF) by inclusion of Certificate of Compliance from the Industrial Training Fund valid until 31 <sup>st</sup> December 2024.	”
8.	Evidence of Registration on the National Database of Federal Contractors, Consultants, and Service Providers by submission of valid Interim Registration Report (IRR) expiring 31st December 2024 or valid Certificate issued by BPP;	”
9.	Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2024;	”
10	<p>Local Meter Manufacturers and Assemblers to provide:</p> <ul style="list-style-type: none"> <li>• Evidence of valid NERC certification for manufacturing of electrical energy metering systems/importation of knocked down parts.</li> <li>• Details of proposed meter installers with valid NERC certification as a meter Service Provider (MSP) for the installation of meters.</li> </ul> <p>Meter Asset Providers to provide:</p> <ul style="list-style-type: none"> <li>• Evidence of MoU with a local meter manufacturer or assembler (LMMA) for the fulfilment of a 30% local content threshold.</li> <li>• Evidence of valid MAP permit issued by NERC</li> </ul>	
11.	<p>A Sworn Affidavit:</p> <ul style="list-style-type: none"> <li>• Disclosing whether or not any officer of the relevant committees of the Kaduna Electricity Distribution Company (KAEDCO) is a 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.</li> <li>• That none of the company’s directors has been convicted in any law court for any criminal offense including fraud and financial impropriety.</li> <li>• That the company is not in receivership, bankrupt or insolvent.</li> <li>• That the company does not have an 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 (4) month</li> </ul>	”
12.	Detailed delivery schedule plan	“

	<b>OTHER REQUIREMENTS</b>	
		”
1	Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating a willingness to provide credit facility for the execution of the project when needed;	”
2	Documentary evidence of at least three (3) similar jobs successfully executed/on-going within the last five (5) years including Letters of Award, Valuation/Job completion certificate, etc.);	”
3	Evidence of accreditation/registration with relevant professional bodies (SON, MAN, NERC, NEMSA, FMOP);	”
4	Company profiles with the signed Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications (e.g., COREN, QSRBN, ARCON, CORBON, etc.);	”
5	List of Plants/Equipment with proof of Ownership/Lease (where applicable);	”
6	Company’s signed Health, Safety, and Environment (HSE) policy;	“
7	Goods Authorization letter from the Original Equipment Manufacturer (OEM).	“
8	Letter of undertaking that securities issues should not be challenge to work in Kaduna Electricity Distribution Company Areas of Franchise.	
9	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 authorized officer of the firm;	

#### **4. COLLECTION OF TENDER DOCUMENTS**

Prospective Bidders are requested to collect Bid Documents from the office of the Head Procurement, 6<sup>th</sup> Floor, Room No. 605, Procurement Unit, KAEDCO HQ, #1-2, Ahmadu Bello Way, Kaduna, Kaduna State, Nigeria. Collection of bid documents is free.

#### **5. SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit one hard copies of the both technical and financial bids with soft copy in a sealed envelope and appropriately marked addressed to:

“The Managing Director, Kaduna Electricity Distribution Company, #1-2, Ahmadu Bello Way, Kaduna, Kaduna State, Nigeria and clearly marked with the name of the project, furthermore the reserved side of the envelope should have the name and address of the bidder and dropped in the designated tender box in Room 604, 6<sup>th</sup> Floor, at Kaduna Electric

Headquarters, #1-2, Ahmadu Bello Way, Kaduna, Kaduna State, Nigeria **not later than 12:00 Noon prompt on 1<sup>st</sup> July 2024**. Companies submitting bidding document must sign bid submission register as they are dropping the bidding document into the tender box.

Submission on the last day shall be done at the BID OPENING Venue Training Hall, Ground Floor, Kaduna Electricity Distribution Company (KAEDCO) Headquarters. Late submission will be returned un-opened.

## **6. OPENING OF THE TENDER DOCUMENTS**

Only Technical bids shall be opened immediately after the submission deadline at the Venue Training Hall, Ground Floor, Kaduna Electricity Distribution Company (KAEDCO) Headquarters, #1-2, Ahmadu Bello Way, Kaduna, Kaduna State, Nigeria by **12:00 pm prompt on Monday, 1<sup>st</sup> July 2024** while the financial bids shall be kept un-opened and will be opened based on successful technical bids. The financial bids of unsuccessful bidders will be returned un-opened.

## **7. ENQUIRIES**

Enquiries regarding this advertisement should be directed to the Office of the Head Procurement, 6<sup>th</sup> Floor, Room No. 605, Procurement Unit, KAEDCO HQ, #1-2, Ahmadu Bello Way, Kaduna, Kaduna State, Nigeria or through the following telephone numbers during official hours (8am – 5pm) only: 08059303303, [scm@kadunaelectric.com](mailto:scm@kadunaelectric.com)

## **8. NOTATION:**

- i. The document should be arranged in the order listed at 3.0 above and clearly separated by dividers. Arrangement of technical document in hard copies should follow the order in the list above and follow the appropriately paged the technical document should have a table of content indicating the pages which these items are to be found. Failure to comply with this directive will result in disqualification of bidder
- ii. Failure to submit all the required documents stated above may lead to the disqualification of the Bid;
- iii. All CAC, PENCAM, ITF, NSITF and Tax Clearance Certificates submitted may be referred to Security Agencies, Corporate Affairs Commission (CAC), Federal Inland Revenue Service (FIRS), Industrial Training Fund (ITF), National Pension Commission and other relevant bodies for verification;
- iv. This notice shall not be construed to be a commitment on the part of Kaduna Electricity Distribution Company to award any form of contract to any respondent or entitle any Company/Firm submitting documents to claim any indemnity from the Company;
- v. Bid document shall be submitted in person and not through post. Any bid submitted through post shall not be accepted;
- vi. Attends at the bid opening would be ask to wash hands, use hand sanitizer, wear face mask and observe fiscal distancing. The bids opening will be covered by video recording and invitation link would be sent to bidders who chooses to join the bid online.
- vii. Bidders are to bid for not more than two (2) lots. Each Lot shall be treated on its merit.
- viii. Bidders shall be responsible for all costs in preparation and submission of Bid;
- ix. Bidders are advised to read this solicitation carefully as failure to follow instructions may lead to rejection of bid.
- x. If the Supplier is a joint venture, all of the parties shall be jointly and severally liable to the KAEDCO for the fulfilment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture. The composition or the constitution of the joint venture; shall not be altered without the prior consent of the KAEDCO.

- xi. KAEDCO 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***