

Request for Qualification

Pre-Qualifications of Construction Contractors

Tender Number: N/A

Closing Date: 28th August 2023 5:30 pm

1. Introduction

This is a Request for Qualification for construction companies interested in being evaluated to receive future design and construction tenders for pricing.

1.1 Procurement Description

This Statements of Qualification is developed in strict accordance with this request and are to be evaluated in a transparent manner by a committee of reviewers, per the provided evaluation criteria.

The purpose of this pre-qualification tender is to shortlist/pre-qualify contractors for a variety of future procurement of Mercy Corps. Only shortlisted contractors will receive future Requests for Bids whereby the contract award will be issued to the most competitive, reasonable and responsible bid.

New suppliers and suppliers that were not pre-qualified in prior selections will have an opportunity to re-apply for future pre-qualification.

Suppliers that are awarded subsequent tenders may be required to provide bid bonds and performance bonds as required in the future tender documents.

1.2 General Description of the Proposed Procurement Activities

Nigeria has 36 states including the FCT- Abuja, Mercy corps Nigeria is operating in 13 states currently and offices spread across the country and 5 of which are deep field offices, the country office is in FCT - Abuja. Mercy Corps Nigeria is operational in the following states: Adamawa, Benue, Borno, Ebonyi, FCT- Abuja, Gombe, Kaduna, Kebbi, Katsina, Kano, Lagos, Niger, Plateau and Yobe. MCN is expanding through the ST-WASH into Imo, Abia, and Delta states. Northeast covers the 6 states of Borno, Adamawa, Gombe, Yobe, Taraba, and Bauchi States.

MC Nigeria's future construction activities are allotted as follows:

I. Lot 1: Building construction works

II. Lot 2: Water Supply and Sanitation Infrastructure

2.1 Schedule

The following is a schedule of the pre-qualification tender process; all dates are subject to change.

Activity	Date
Issue Request for Qualification	Tuesday, August 8, 2023. at 8:00 am (West African Time)
Deadline for Questions	Friday, August 18, 2023, at 12:00 pm (West African Time)

Mercy Corps to Provide Responses to all Questions	Tuesday, August 22, 2023, at 5:00 pm (West African Time)
Deadline for Submission of Pre-qualification of Construction Contractors (categories A & B)	Monday, August 28, 2023, at 5:30 pm (West African Time)
Statement of Qualification Due	Monday, September 18, 2023, at 5:30 pm (West African Time)
Announcement of Pre-Qualified Suppliers	Monday, 25 September 2023.

2.2 Submittal Requirements and Format

Mercy Corps will accept the Statement of Qualification (SOQ) as follows:

1- **Hard Copy submission of SOQ:**

The hardcopy of the statement of qualifications (SOQ) shall be submitted at the following offices:

- **MC Yola office:** No. K48 Karewa GRA, Jimeta, Yola- Adamawa state.
- **MC Maiduguri office:** No 38 Kinshasa Road, Old GRA Maiduguri - Borno State
- **MC Abuja Office:** Plot 166 Umaru Dikko Street adjacent Lake View Estate, Jabi Cadastral Zone B4 - Abuja.
- **MC Gombe Office:** No.17, David Mark Street, Buba Shongo, Gombe, Gombe State.

The envelope should be Titled “Pre-Qualifications of construction contractors – mention the category)” before the submission deadline as detailed in section 2.1 of this document.

2- **Soft Copy submission by email:**

The soft copy of SOQ shall be sent to the Email address: ng-tenders@mercy Corps.org, email titled “Pre-Qualifications of Construction Contractors – mention the lot” before the submission deadline as detailed in section 2.1 of this document. **E.g. Pre-Qualifications of contractors, Category A – Lot 2, Water Supply and Sanitation Infrastructure)**

The size of the Email should not exceed 15 MB.

MC will not consider any SOQ sent to another Email address. Statement of Qualification should follow the requirements and format described in this Request for Qualification. All electronic copies must be submitted in Adobe Acrobat (.pdf) format. All text should be in English. Any other information shall be presented in a readable format. All signatures must be accompanied by a printed name, title, and date.

Any Statement of Qualification that fails to meet the deadline may not be considered.

2.3 Clarifications

Request for clarifications regarding this pre-qualification process should be sent to: qa-ng-tenders@mercycorps.org by Friday, August 18, 2023, at 12:00 pm (West African Time). All responses to questions received will be consolidated and uploaded on the Mercy Corps website by Tuesday, August 22, 2023, at 5:00 pm (West African Time).

2.4 Acceptance of Successful Response

Documentation submitted by suppliers will be verified by Mercy Corps and evaluated as per established criteria. The successful suppliers will be added to the “pre-qualified” status for a maximum period of two years.

Mercy Corps will invite pre-qualified suppliers to submit bids in response to a given future Scope of Work. Pre-qualified suppliers will be notified of pre-qualified status by email, using the contact address provided in the Statement of Qualification.

2.5 Past Performance

Past performance will be given due consideration in the pre-qualifying process. Previous contracts in line with this pre-qualification requirement will be considered.

3. Eligibility Criteria and Submittal Requirements

3.1 Supplier Eligibility

Supplier may not apply, and will be rejected as ineligible, if they:

- Are not registered companies
- Are bankrupt or in the process of going bankrupt
- Have been convicted of illegal/corrupt activities, and/or unprofessional conduct
- Have been guilty of grave professional misconduct
- Have not fulfilled obligations related to payment of social security and taxes
- Are guilty of serious misrepresentation in supplying information
- Are in violation of the policies outlined in Mercy Corps Anti Bribery or Anti-Corruption Statement
- Supplier (or supplier’s principals) are on any list of sanctioned parties issued by; or are presently excluded or disqualified from participation in this transaction by: the United States Government or United Nations by the United States Government, the United Kingdom, the European Union, the United Nations, other national governments, or public international organizations.

Additional eligibility criteria, if applicable, are stated in section 3.2 of this pre-qualification package.

3.2 Mercy Corps’ Anti-Bribery and Anti-Corruption Statement

Mercy Corps strictly prohibits:

- Any form of bribe or kickback in relation to its activities

This prohibition includes any request from any Mercy Corps employee, consultant or agent for anything of value from any company or individual in exchange for the employee, consultant or agents taking or not taking any action related to the award of a contract or the contract once awarded. It also applies to any offer from any company or individual to provide anything of value to any Mercy Corps employee, consultant or agent in exchange for that person taking or not taking any action related to the award of the contract or the contract.

- Conflicts of interests in the awarding or management of contracts

If a company is owned by, whether directly or indirectly, in whole or in part, any Mercy Corps employee or any person who is related to a Mercy Corps employee, the company must ensure that it and the employee disclose the relationship as part of or prior to submitting the offer.

- The sharing or obtaining of confidential information

Mercy Corps prohibits its employees from sharing, and any suppliers from obtaining, confidential information related to this solicitation, including information regarding Mercy Corps' price estimates, competing suppliers or competing offers, etc. Any information provided to one offeror must be provided to all other suppliers.

- Collusion between/among suppliers

Mercy Corps requires fair and open competition for this solicitation. No two (or more) companies submitting Statements of Qualification can be owned or controlled by the same individual(s). Companies submitting offers cannot share prices or other offer information or take any other action intended to pre-determine which company will win the solicitation and what price will be paid.

Violations of these prohibitions, along with all evidence of such violations, should be reported to:

integrityhotline@mercy Corps.org

Mercy Corps will investigate allegations fully and will take appropriate action. Any company, or individual that participates in any of the above prohibited conduct, will have its actions reported to the appropriate authorities, will be investigated fully, will have its offer rejected and/or contract terminated, and will not be eligible for future contracts with Mercy Corps. Employees participating in such conduct will have his/her employment terminated.

Violations will also be reported to Mercy Corps' donors, who may also choose to investigate and debar or suspend companies and their owners from receiving any contract that is funded in part by the donor, whether the contract is with Mercy Corps or any other entity.

3.3 Certification Regarding Terrorism

It is Mercy Corps' policy to comply with humanitarian principles and the laws and regulations of the United States, the European Union, the United Nations, the United Kingdom, host nations, and other applicable donors concerning transactions with or support to individuals or entities that have engaged in fraud, waste, abuse, human.

3.4 Content

The Statement of Qualification shall contain only the sections listed below, separated by dividers, and shall respond fully to all requirements of the Request for Qualification. See below for required sections and page limits. The prequalification application forms which are not filled out completely and submitted in the prescribed manner will not be considered. All the documents that form part of the proposal must be written in English and be indelible.

3.5 Qualification Requirements

3.5.1 Executive Summary – Cover Letter (1 page limit):

Submit an Executive Summary Narrative which generally familiarizes reviewers with the company's understanding of and ability to achieve the stated specific to works. The intent of the Executive Summary is to give a brief introduction to the company's general capabilities, experience, and interest in performing the work.

3.5.2 Project Team Qualification and Experience

Submit the information as required below whose details appear on respective checklists (4.2) as per the category applied for. Where forms are provided, they should be used. The absence of any required submittal information may lead to a disqualification.

- a) Experience in performing relevant projects
- b) Organizational capacity and key staff resume
- c) Key Personnel CV's
- d) Equipment list
- e) Quality management narrative
- f) Health, safety and environmental policy
- g) Financial capacity -The company should submit the financial statement for the previous 3 fiscal years as a soft copy either on CD or Flash Memory. The fiscal years are 2020, 2021 and 2022.

3.5.4 Forms

Complete and submit the documents/proof, as required in section 5.

4. Evaluation Criteria

4.1 Confidentiality

Information relating to the suppliers, their evaluation and result shall not be disclosed to suppliers, or any other persons not officially concerned with the pre-qualification process until the PASS/FAIL notification of pre-qualification results is made to all suppliers.

4.2 Evaluation of applications

Mercy Corps will use criteria and requirements defined in the table below. Mercy Corps reserves the right to waive minor deviations of compliance from the qualification criteria if they do not materially affect the technical capability and financial resources of a contractor.

The Statement of Qualification shall comply with the criteria established in this Request for Qualification. Each component of the Statement of Qualification as described in Section 3, will be evaluated to determine if it meets the minimum criteria. Statement of Qualification components which do not comply with the requirements of the Request for Qualification, such as but not limited to, minimum qualification, page limits, and content may be disqualified. The supplier should receive a passing rating on all criteria.

Eligibility Submittals:

- Proof of legal business registration (CAC certificate, form C02, C07, Memorandum of Association).
- Copy of Tax Clearance Certificate for year 2020, 2021 and 2022 (State or FIRS)
- Certificate of practice issued by “Council for the Regulation of Engineering in Nigeria (COREN)” and other engineering and construction related regulatory bodies (CORBON, NSME, COMEG, NSE, NIA etc.) for key project staff.
- Submission of filled, signed, and stamped "Declaration of eligibility & Supplier information" form by the prospective contractor.

Technical Submittals:

- Experience in performing relevant projects, Portfolio showing relevant construction projects (fast track small to medium scale projects) completed in the last 5 years (such that proposed staff would have worked on).
- Organizational capacity and resume of the key staff
- List of company equipment and vehicles
- Provision of company's written policy for Health, Safety and Environment. (Not exceeding 10 pages)
- Proof of having quality management system in place. Please provide any QA/QC certificates and SON (Not Exceeding 10 Pages).
- The company should submit the financial statement for the previous 3 fiscal years as a soft copy either on CD or Flash Memory.

Submission Mechanism:

In case of hardcopy submission for the statement of qualifications, the bidder should submit 2 sealed envelopes as follows:

- First envelope should contain all eligibility submittals as detailed in section 4.2
- Second envelope should contain all technical submittals as detailed in section 4.2

In case the bidder chooses to submit the statement of qualifications (SOQ) as a softcopy via Email as described in section 2.3, the same submission mechanism should be followed.

All eligible applicants will be categorized based on the following criteria:

CATEGORY A – SOUTHERN STATE WORKS

The contractors under this category will be considered for the proposed works in Imo, delta, and Abia states. The specific scopes will include water treatment plants, large scale water supply systems, high-capacity borehole rehabilitation works etc. The focus will be on contractors with previous experience in works with value above **NGN 350,000,000.00** per project preferably in urban and pre-urban set ups.

Technical Criteria	Requirements	Maximum Score						
<p>Experience in performing relevant projects</p> <p>Portfolio showing relevant construction projects (fast track small to medium scale projects) completed in the last 5 years (such that proposed staff would have worked on).</p>	<p>For each project in the portfolio, the following annexes are required: project location, client, NGN value, duration, scope of work, completion certificate or practical completion, local purchase orders, contract, client’s details, and any special challenges.</p> <p>Projects completed with Mercy Corps/NGOs to be listed first (if any)</p>	40						
	<table> <tr> <th>Experience in similar works</th> <th>Scoring</th> </tr> <tr> <td>At least 5 evidence of general experience in works above NGN 350,000,000.00 for each project in the following specific areas specifically in urban set-ups (High capacity borehole works, water treatments, large scale water supply lines, water storage tanks, building works)</td> <td>5x5</td> </tr> <tr> <td>At least 3 evidences of past experience (above) in specific location of interest (Southern states will have added advantage)</td> <td>3x5</td> </tr> </table>		Experience in similar works	Scoring	At least 5 evidence of general experience in works above NGN 350,000,000.00 for each project in the following specific areas specifically in urban set-ups (High capacity borehole works, water treatments, large scale water supply lines, water storage tanks, building works)	5x5	At least 3 evidences of past experience (above) in specific location of interest (Southern states will have added advantage)	3x5
	Experience in similar works		Scoring					
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At least 3 evidences of past experience (above) in specific location of interest (Southern states will have added advantage)	3x5							

	(Do not exceed 3pages per project)	
Organizational Capacity and Key staff Resume	Organizational structure showing names and positions of current employees (One Page only) including identification card for key staff	5
	Resumes - key Staff in the following areas of specialization; Project manager, site superintendent/supervisor, structural, mechanical, water supply / hydraulic engineers, QS, Survey expert, Health and Safety officer, CAD expert, foreman, artisans, drivers, plant operators, specialized works personnel etc (Do not exceed 20 pages) (Any 10 personnel x1.5)	15
List of Company Equipment and Vehicles	Provide a list of company's construction equipment (loaders, tankers, trucks, cranes, drilling rigs, excavators etc.). This list will be verified on a later stage through visits or through asking for official registration documents/lease agreements. At least 5 equipment (5x2) (Not exceeding 5 pages)	10
Health, Safety and Environment	Provision of company's written policy for Health, Safety and Environment. (Not exceeding 10 pages)	5
Quality Assurance /Quality Control	Proof of having Quality management system in place. (Not Exceeding 10 Pages).	5
Financial Capacity	The company should submit the financial statement for the previous 3 fiscal years as a soft copy either on CD or Flash Memory	20
	Total Possible Points	100

CATEGORY B: NORTHERN STATES

The contractors under this category will be considered for small scale works across the northern Nigeria states which include Northwest, North central, Northeast. The specific scopes include borehole drilling, borehole equipping, Borehole rehabilitation works, small water reticulation works, and small capacity water tanks and construction works (latrines, dispensaries, water kiosks etc.). The bulk of the works will be in Borno, Yobe. Adamawa and Gombe states (BAY-G) hence contractors with previous experience in the BAY-G states have an added advantage.

Technical Criteria	Requirements	Maximum Score						
<p>Experience in performing relevant projects Portfolio showing relevant construction projects (fast track small to medium scale projects) completed in the last 5 years (such that proposed staff would have worked on).</p>	<p>For each project in the portfolio, the following annexes are required: Project Location, Client, Amount in Naira, Duration, scope of work, Completion Certificate or Practical completion, Local purchase orders, contract, and client’s details. Projects completed with Mercy Corps/NGOs to be listed first, if any.</p> <table> <tr> <th>Experience in similar works</th> <th>Scoring</th> </tr> <tr> <td>At least 5 evidences of general experience in the following small scale works not exceeding NGN115,000,000.00 per project (rural and peri-urban water works – borehole drilling, rehabilitation, solarization, water tanks, small buildings, pipeline extensions, shelter and general construction works)</td> <td>5x5</td> </tr> <tr> <td>At least 3 evidences of past experience in specific location of interest.</td> <td>3x5</td> </tr> </table> <p>(Do not exceed 3pages per project)</p>	Experience in similar works	Scoring	At least 5 evidences of general experience in the following small scale works not exceeding NGN115,000,000.00 per project (rural and peri-urban water works – borehole drilling, rehabilitation, solarization, water tanks, small buildings, pipeline extensions, shelter and general construction works)	5x5	At least 3 evidences of past experience in specific location of interest.	3x5	40
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At least 3 evidences of past experience in specific location of interest.	3x5							
Organizational Capacity and Key staff Resume	Organizational structure showing names and positions of current employees (One Page only) including identification card for key staff	5						

	Resumes - key Staff - project engineers, site supervisors, foreman, artisans, technicians (Do not exceed 30 pages) (Any 5 key personnel x3)	15
List of Company Equipment and Vehicles	Provide a list of company's construction equipment (loaders, water tankers, trucks, pump installation cranes, drilling rigs, excavators etc.). This list will be verified on a later stage through visits or through asking for official registration documents/lease agreements. At least 5 equipment (5x2) (Not exceeding 5 pages)	10
Health, Safety and Environment	Provision of company's written policy for Health, Safety and Environment. (Not exceeding 5 pages)	5
Quality Assurance /Quality Control	Proof of having Quality management system in place. (Not Exceeding 5 Pages).	5
Financial Capacity	The company should submit the financial statement for the previous 3 fiscal years as a soft copy either on CD or Flash Memory	20
	Total Possible Points	100

(PREQUALIFICATION REQUIREMENTS)

All suppliers **must** submit the following:

1. Executive Summary - 1 page max.
2. Company Background and Performance - 5 page max.
3. Organizational Chart - 1 page max.
4. Key Personnel CVs - 3 page max.
5. Schedule - 2 page max.
6. Equipment List -2 page max.
7. Quality Management Policy - 1page max.
8. Form 1 - Supplier information form
9. Form 2 - Project Experience

5. Forms

Form 1 - Supplier Information Form

The information provided will be used to evaluate the Company for Eligibility to contract with Mercy Corps.

Please complete all fields.

Supplier Information	
Company Name	
Any other names company is operating under (Acronyms, Abbreviations, Aliases)	
Confirm category of bid (category a – southern state works OR category b: northern states)	
Confirm your area of specialty (building construction of water sanitation & hygiene)	
Address	
Website	
Phone/Fax Numbers	Phone: Fax:

Primary Contact	Name: Phone Number: Email Address:
# of Staff	
# of Locations	
Avg. Value of Equipment and Materials on Hand (NGN)	
Government - owned (yes/no)	
Name(s) of Board of Directors if any	
Name(s) of Company Owner(s)	

References

Client Name:	<u>Contact Name, Phone, Email Address:</u>
Client Name:	<u>Contact Name, Phone, Email Address:</u>

Client Name:

Contact Name, Phone, Email Address:

Supplier Self-Certification of Eligibility

Company certifies that:

It, its affiliates and subsidiaries, owners, officers, directors and key employees (to the best of its knowledge) are not the subject of any government's sanctions, designations, donor rules or prohibitions, or laws prohibiting transactions with it/them. It is not the subject of any donor government investigation into its misconduct with any other recipient of that donors funding.

1. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in any form of terrorism or attacks on civilians and do not provide any form of material support or financial resources for individuals or organizations that do engage in any form of terrorism or deliberate attacks on civilians.
2. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in weapons or drugs manufacture, transport, sale or distribution.
3. It is not in default on any material credit agreement, bankrupt or being wound up, are having its affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
4. It has not been determined to be in breach of a material contract by any legal body anytime within the past 2 years.
5. It pays taxes as and when due and is not currently the subject of any investigation or proceeding related to back-owed taxes.
6. It provides workers compensation insurance to its workers in accordance with the laws of the countries where it operates.
7. It pays social security obligations as required in the countries where it operates.
8. It, its owners, officers and directors have not been convicted of an offense concerning its professional conduct and has not engaged in grave professional misconduct.
9. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not been the subject of criminal investigation or judgement for fraud, corruption, human trafficking, spying, weapons transport or smuggling, sexual exploitation or abuse, involvement in a criminal organization or any other criminal activity.
10. It treats its employees with dignity and respect and maintains social operating standards, including:: working conditions and social rights: avoidance of child labor, bondage, forced labor, human trafficking or exploitation; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and Mercy Corps beneficiaries.
11. To the best of its knowledge, no Mercy Corps employee, officer, consultant or other party related to Mercy Corps has a financial interest in the Company's business activities, nor is any Mercy Corps employee related to any owner, officer, director or employee of the company, and, if so, it will ensure that the relationship is disclosed to Mercy Corps and will not use for improper influence. Discovery of an undisclosed Conflict of Interest will result in immediate revocation of the Company's Prequalified status and disqualification of Company from participation in future Mercy Corps procurement.
12. It understands that attempting to or agreeing to provide anything of value to any Mercy Corps employee, agent or representative for the purpose of encouraging that person to award Company a

contract or take or not take any action related to any contract will result in immediate termination of any agreement. Company certifies that it does not engage in such conduct..

13. It understands that Mercy Corps seeks fair and open competition and the fairest price available and that any attempt by company to subvert fair and open competition, including working with other bidders to fix prices, working to exclude competition, seeking confidential information from Mercy Corps or other bidders, using multiple related or controlled companies to give the appearance of competition, or any similar activity, will result in termination of any agreement. Company certifies that it does not engage in such conduct.
14. It understands that Mercy Corps prohibits any of its partners or suppliers from bribing public officials and certifies that it does not do so.
15. It is not conducting business under other names or aliases that have not been declared to Mercy Corps.

If the Company cannot certify to any of the above it should explain why not. Mercy Corps may take the individual circumstances into account for some situations. However, any false certification could be grounds for immediate disqualification and termination of any future agreement.

By signing the Supplier Information Form you certify that your Company is eligible to supply goods and services to major donor-funded organizations and that all of the above statements are accurate and factual.

Company Name:

Name of Representative:

Title:

Signature:

Date:

Form 2 – Experience of Company

Period	Contract Identification- Project
<p>[month/year - month/year]</p>	<p>Provide Project data and contacts for 4 or more projects</p> <p>Contract name: <i>[insert full name]</i></p> <p>Brief Description of the works performed by the supplier:</p> <p><i>[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials (import or from in country),]</i></p> <p>Amount of contract: <i>[insert amount in NGN currency]</i></p> <p>Name of Organization: <i>[indicate full name]</i></p> <p><i>[Beginning and ending date of project]</i></p> <p>Address: <i>[indicate street/number/town or city/country]</i></p>
<p>[month/year - month/year]</p>	<p>Contract name: <i>[insert full name]</i></p> <p>Brief Description of the Works performed by the supplier: <i>[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials (import or from in country)]</i></p> <p>Amount of contract: <i>[insert amount in NGN currency]</i></p> <p>Name of Organization: <i>[indicate full name]</i></p> <p><i>[Beginning and ending date of project]</i></p> <p>Address: <i>[indicate street/number/town or city/country]</i></p>

<p><i>[month/year - month/year]</i></p>	<p>Contract name: <i>[insert full name]</i></p> <p>Brief Description of the Works performed by the supplier: <i>[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials (import or from in country)]</i></p> <p>Amount of contract: <i>[insert amount in NGN currency]</i></p> <p>Name of Organization: <i>[indicate full name]</i></p> <p><i>[Beginning and ending date of project]</i></p> <p>Address: <i>[indicate street/number/town or city/country]</i></p>
<p><i>[month/year - month/year]</i></p>	<p>Contract name: <i>[insert full name]</i></p> <p>Brief Description of the Works performed by the supplier: <i>[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials (import or from in country)]</i></p> <p>Amount of contract: <i>[insert amount in NGN currency]</i></p> <p>Name of Organization: <i>[indicate full name]</i></p> <p><i>[Beginning and ending date of project]</i></p> <p>Address: <i>[indicate street/number/town or city/country]</i></p>
<p><i>[month/year - month/year]</i></p>	<p>Contract name: <i>[insert full name]</i></p> <p>Brief Description of the Works performed by the</p> <p>Supplier: <i>[describe works performed briefly] including location, type and size of facilities installed, grid intertied, source of equipment/materials (import or from in country),</i></p> <p>Amount of contract: <i>[insert amount in NGN currency,</i></p> <p>Name of Organization: <i>[indicate full name]</i></p> <p><i>Beginning and ending date of project</i></p> <p>Address: <i>[indicate street/number/town or city/country]</i></p>