



NIGERIAN CONTENT DEVELOPMENT AND MONITORING BOARD

GLASS HOUSE, ISAAC BORO EXPRESSWAY, OPOLO, YENAGOA BAYELSA STATE

Ref: NCDMB/ESO/PROC

Date:

Telephone:

Fax:

Email:

APPLICATION FOR REGISTRATION AS A CONTRACTOR WITH NCDMB

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NIGERIAN CONTENT DEVELOPMENT AND MONITORING BOARD
APPLICATION FOR REGISTRATION AS A CONTRACTOR TO THE BOARD

The Executive Secretary,
Nigerian Content Development and Monitoring Board,
Isaac Boro Expressway, Opolo, Yenagoa
Bayelsa State

Dear Sir/Madam,

I/We hereby wish to apply for registration as a Contractor to your Board in the category indicated herein. I we agree that registration with the Board does not in any way guarantee the registered Contractor any form of work or Business with the Board. The Board would in course of discharging her procurement duties enforce and apply the provisions of the Public Procurement Act 2007 which I/We pledge to abide and comply with.

I/We solemnly declare that the information given herein are true and correct, and however understand that any false information about this entity, individuals or affiliates would result to outright disqualification.

This application is accompanied by:

- 1) Certification of incorporation including Co2 ; Co7 authenticating the Nigeria Content of the company.
- 2) Copies of photo identity cards for CEO/Members of the Board of Directors /Shareholders and curriculum Vitae.
- 3)Three years current (including the immediate preceding year) tax clearance certificate from Federal Inland Revenue Service (FIRS) .
- 4)Reference letter from a reputable bank addressed to the Executive Secretary NCDMB
- 5)Evidence of VAT Registration (FIRS) and remittance to relevant authority.
- 6) Evidence of Tax Identification Number Registration
- 7) Detailed Company Profile showing area of Specialization and all docs in hard and soft copy
- 8) Evidence of Social Security Obligations such as Pension, Insurance and Industrial Training Fund
- 9) Certificate of Registration on Bureau of Public Procurement National Database “Interim Registration Report”.

Note: Pls bring a soft copy of your profile and documents.

- 1) Name of Applicant/Company.....
.....
- 2) Physical Address of your Company (P.O Box/PMB not acceptable):.....
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- 3) Are You a Sole Proprietor or in Partnership?
- 4) If in Partnership with a Firm, Individual or Company Provide Details.....
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- 5) Date of Company/Business Name Registration.....
- 6) List Names and Contacts of Major Clients such as NCDMB.....
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- 7) Give Brief Details of your Area of Specialization.....
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CATEGORY	SCOPE	VALUE
A	All Manner of Works, Goods and Services	Up to and exceeding N10 Million
B	Works, Goods and Services	Up to N5 Million but not exceeding N9.9 Million
C	Works, Goods and Services	Up to N1 Million but not exceeding N4.9 Million
D	Works, Goods and Services	Below N1 Million

Give Brief details of the Highest value and most recent job you have undertaken:.....
.....
.....

Yours Faithfully,

Company Stamp/Seal

Official Designation