

Call For Vendor Engagement At COWACDI

March 12, 2024



WHO WE ARE

Concern for Women and Children Development Foundation is a Non-governmental, Non-profit Humanitarian/Developmental organization which was established in the year 2005, born out of passion for the well-being of the vulnerable women and children in the Nigerian society, especially in the NE Nigeria. With special interest in reducing suffering in the society in times of crisis. This crisis may be as a result of conflict or natural disaster. The organization is currently focusing its attention on the NE Nigeria. With special emphasis on the BAY (Borno, Adamawa and Yobe) States.

Nigeria is a developing country as a result, there are numerous challenges associated with this stage of developmental process. Few amongst these challenges are social unrest, religious crisis, violence of different cadres, poor level of environmental management, social media abuse, unemployment, insufficient basic amenities such as water, electricity, health care, education and many more.

The most vulnerable in most cases are women and children as a result of their generic role in the Nigerian Society. That limits their day to day capacity in handling most of these life challenges. It is in the interest of COWACDI to ensure that majority of these challenges are reduced to the barest minimum or better still eradicated.

Through our programs of community base protection, psychosocial support, child protection and assistance to these set of people, we are mindful that these will go a long way in reducing the pain of suffering that the vulnerable face in times of such hardships.

We provide aid to the most vulnerable population regardless of their religion, race, gender and or political affiliation. Our decisions as an organization are not based on political, economic or religious interest but solely on needs of the affected population.

To strengthen our efforts, COWACDI therefore invites qualified vendors to register with them. COWACDI invites all prospective suppliers and service providers (Including current COWACDI suppliers) to apply for registration in COWACDI Maiduguri, Borno state office. This is to enable them get registered and uploaded in COWACDI's procurement/suppliers Database. This is in line with COWACDI procurement principle of Transparency, Equal Opportunity and competitive supply. The purpose of the Database is to give all prospective supplier an equal opportunity to submit quotations to COWACDI and to enhance transparency and equity in the procurement processes.

The purpose of this Invitation:

- To pre-qualify and select new suppliers for forthcoming purchase requirement
- To early identify and verify vendor's office, shop or warehouse
- To enter into framework agreement /contract for strategic goods and services and select new suppliers for purchase requirements.

We shall be needing services in the following areas:

- Transportation services/Flight services
- Supply contract for Office Equipment, Stationaries, Electronics, computer and gadgets
- Repairs/Maintenance services,
- Food items, Non-food Items
- Accommodation/Hall Rental services
- Printing services
- Petroleum Products supply
- Furniture
- Catering services
- Construction
- General services and supply
- Service and supply contract for internet data and communication on various network providers

Qualified and eligible vendors are encouraged to apply

Method of application:

Kindly submit below listed documents to our office at Number 26 Benue Avenue Old GRA Maiduguri, Borno State and also fill the form via [COWACDI Vendor Registration Form](#).

- **CAC certificate of registration**
 - **Company profile**
 - **Latest Tax Clearance**
 - **SCUML certificate (if available)**
 - **Written declaration on Anti-terrorism**
 - **At least 3 evidence of similar jobs with NGOs**
 - **Prove of Business ownership**
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- **Tax identification Number (TIN)**
 - **Proof of banking (Company Account details)**
 - **Clear physical shop/company address with email and phone number.**

All submissions to be made in a sealed envelope addressing to the **Logistics Unit** Maiduguri, Borno state at our security post.

Attached to this advert is our supplier code of conduct [COWACDI Supplier Code of Conduct](#), kindly sign and stamp to be submitted alongside above mentioned documents.

A member of the screening committee will contact you if COWACDI finds you eligible.

Application Closing Date: 1 April 2024. Any application later than the closing date will not be considered.

Feel free to contact us on logistics@cowacdi.org for Questions and any other concerns