Call for **Vendors and Suppliers**

ABOUT ELELA -CARE

Elela -Care Humanitarian and Development Organization is a youth-led, non - governmental organization, duly registered with Nigerian government with Corporate Affairs Commission (CAC/IT NO: 182167). Existing since June 2022, Elela – Care focuses on Improving the quality of life of vulnerable population across communities in North East Nigeria. Elela-Care operates both in emergency and developmental context, having its programme principally rooted in identifying gaps that affects population or increases vulnerability of population and bridging those gaps through resource base planning and implementation.

Compliance

Elela - Care is a compliant organization and only works with reputable Vendors and suppliers that will support our programming through the supply of goods and services. It is mandatory for all companies that will do business with Elela-Care to be compliant to all government regulations and must provide evidence through documentation of their compliance.

To support our activities in Borno State LGA's, Elela -Care wishes to invite vendors and suppliers registered with the Cooperate Affairs Commission (CAC) in accordance with the Nigeria Law to participate in the pre selection process for registering into Elela - Care database of suppliers and service providers for the below listed categories. Applications for entire categories, for combined categories or for single category will be accepted. Please note that a participation in the pre selection process does not impose any obligation on Elela-Care to request bids from suppliers or service providers.

A. Category A – General supplies and services.
B. Category B– Supply of tom brown grains

Applications must contain the following documents:

- Company profile
- CAC Certificate
- Tax clearance certificate for 2026
- Proof of previous experience
- Valid means of identification of the company directors
- Filled, sign and stamp whistle blowing guidelines
- Filled, sign and stamp per-selection questionnaire

Method of application

All companies and business interested doing business with Elela - Care should send an email request for pre selection documents to elelacareprocurement@gmail.com

Deadline for Application: 21/12/2026

For request of the selection document, you reach out through:
Address: NO. A 21 Ali Chiroma Street Federal Mortgage quarters off Jos-kano Road Maiduguri, Borno State.

Web/Email address:elelacareprocurement@gmail.com