HOPE AND RURAL AID FOUNDATION (HARAF)

CALL FOR EXPRESSION OF INTEREST

Pre-Qualification of Vendors for Goods and Services in Maiduguri and Damboa, Borno State

Date: 20th November 2026

Hope and Rural Aid Foundation (HARAF) is a non-profit, non-political, and non-governmental organization registered with the Corporate Affairs Commission (CAC) of the Federal Government of Nigeria (Registration No.: CAC/IT/85536). HARAF has been implementing humanitarian and development interventions in Northern Nigeria since 2011.

HARAF has programmatic presence across Borno, Adamawa, Yobe, and Sokoto States, delivering humanitarian and development interventions in health, food security and livelihoods, education, and protection.

In line with its operational needs, HARAF invites qualified, reputable and duly registered suppliers, contractors and service providers with capacity to operate in Maiduguri and/or Damboa, Borno State, to submit Expressions of Interest (EOI) for pre-qualification. This exercise aims to establish a pool of vendors for potential framework agreements and future procurement actions in these two locations.

Both existing and new vendors are encouraged to apply.

EOI Code	Category Description
HARAF/EOI/2026/GEN/01	General Supply of Goods and Office Consumables
HARAF/EOI/2026/STA/02	Office Stationery and Printing Consumables
HARAF/EOI/2026/PRN/03	Printing, Documentation and Branding Services
HARAF/EOI/2026/VEH/04	Vehicle Hire and Transportation Services
HARAF/EOI/2026/LOG/05	Logistics, Haulage, Loading and Offloading Services
HARAF/EOI/2026/WHS/06	Warehouse Rental and Storage Services
HARAF/EOI/2026/OFR/07	Office Space and Commercial Property Rental Services
HARAF/EOI/2026/HOT/08	Hotel Accommodation and Conference Facilities
HARAF/EOI/2026/CAT/09	Catering and Refreshment Services
HARAF/EOI/2026/ICT/10	ICT Equipment, Internet and Network Services
HARAF/EOI/2026/FUR/11	Office Furniture and Equipment
HARAF/EOI/2026/ELE/12	Electrical Installation and Solar Power Services
HARAF/EOI/2026/PLB/13	Plumbing and General Water Supply Maintenance
HARAF/EOI/2026/BLD/14	Building Repairs, Renovation and General Maintenance
HARAF/EOI/2026/CLN/15	Office Cleaning Services, Fumigation and Pest Control
HARAF/EOI/2026/AUT/16	Vehicle Maintenance, Tyres and Spare Parts
HARAF/EOI/2026/SEC/17	Security Guard Services (Provision of Trained Security Guards for Offices and Facilities)
HARAF/EOI/2026/SAF/18	Fire Safety, First Aid and Security Equipment

Applicants may apply for one or more categories and should indicate whether they can serve Maiduguri, Damboa, or both.

SUBMISSION REQUIREMENTS

Interested suppliers, contractors and service providers should submit:

- Detailed company profile, registered address, functional email and telephone number
- Certificate of Incorporation or Business Registration and current CAC documentation
- Evidence of similar goods supplied or services executed (where available)
- Financial capability statement, bank reference or recent financial records, as applicable
- Valid Tax Identification Number (TIN) and Tax Clearance Certificate
- SCUML certificate and relevant professional licences, where applicable
- Manufacturer authorization or dealership certificate, where applicable
- For office rental: property address, photographs, available floor space, proposed rent and evidence of authority to lease
- Indication of service coverage: Maiduguri, Damboa or both

Submissions may be subject to administrative, technical and financial capacity assessments and verification.

DISCLAIMER

Submission of an EOI does not constitute a Request for Quotation (RFQ), contract award or guarantee of future business. HARAF reserves the right to verify submissions and shortlist vendors in line with its procurement procedures. Participation is free of charge.

SUBMISSION METHOD

EOI documents must be submitted by email only, clearly indicating the EOI Code, Category Description and Vendor Name. Physical or hand-delivered submissions will not be accepted.

Email Submission Only: **eoi_procurement@haraf.org.ng**

Submission Deadline: Friday, 27 November 2026

Email Subject Example: EOI – HARAF/EOI/2026/OFR/07 – Office Rental – Vendor ABC