



**FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA
AFRICA CENTRE OF EXCELLENCE
FOR MYCOTOXIN AND FOOD SAFETY**

safer foods, secured living

920211 Main Campus, GidanKwano, Federal University of Technology Minna, Niger State, Nigeria.
+234(0)8035882233, acemfs@futminna.edu.ng, www.acemfsfutminna.org



(REQUEST FOR PROPOSAL)

ON

**ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN
[ESMP]**

INDIVIDUAL CONSULTANT

FOR

**AFRICAN CENTER OF EXCELLENCE FOR
MYCOTOXIN & FOOD SAFETY BUILDING
(ACEMFS)**

AUGUST, 2022



FEDERAL REPUBLIC OF NIGERIA

**STANDARD REQUEST FOR PROPOSALS
FOR THE SELECTION OF INDIVIDUAL
CONSULTANTS**

For

PUBLIC PROCUREMENT

In

NIGERIA

BUREAU OF PUBLIC PROCUREMENT (BPP)

**SECOND EDITION
JANUARY 2011**

NOTICE TO USERS

The attached Letter of Invitation for proposals from individual consultants and the related contracts (lump-sum and time-based) have been prepared by the [Bureau of Public Procurement] for the recruitment of individual consultants to carry out ;

- (a) services remunerated on a lump-sum contract, the scope and time of which can be determined fairly accurately (simple studies, tasks with a short term duration) and ;
- (b) for activities remunerated on a time-based contract (advice to the Government, technical assistance, training, etc) the duration of which is usually longer-term. Individual consultants are hired where support from a "home-office" of a consulting firm is not required or activities where:
- (c) teams of personnel are not required,
- (d) no additional outside (home office) professional support is required, and
- (e) the experience and qualifications of the individual are the paramount requirement.

The RfP is normally issued after a pre-selection process has taken place through advertising in the media (Request for Expressions of Interest – EoI). The EoI process is used to prepare a short list upon careful analysis of the EoI submissions and approval of the short list in accordance with the approval procedures described in the Regulations for the Use of Consultants Services. The short-listed Consultants are then invited to submit a proposal. In the case of the selection of Individual Consultants, the Procuring Entity may also approach possible candidates it has on its roster or through direct contracting when needed for assignments for which the candidate has a unique expertise.

A simple Letter of Invitation is sent to the shortlisted or selected individual consultants considered suitable for the assignment, accompanied by terms of reference, a model curriculum vitae (CV) to list the consultant's qualifications and experience, a draft letter for the consultant to submit a proposal, an annex to permit the consultant to provide comments on the Terms of Reference, and a draft contract, either for a lump-sum or time-based assignment. Once the Terms of Reference have been agreed by the contracting parties, they will be attached to the Contract as the "*Description of Services*".

The attached model draft contracts only include the general contract dispositions, which should be adapted as necessary for each contract. The notes in the standard text as well as the footnotes should be deleted from the final text.

Letter of Invitation

.....
.....
.....
.....

1. The African Center of Excellence for Mycotoxin and Food Safety (ACEMFS) Federal University of Technology, Minna invites proposals for consulting services for the following assignment : **Environmental and Social Management Plan**. The purpose of doing the assignment is as follows:

1.1 OBJECTIVES OF THE SERVICES REQUIRED

The specific objectives of the proposed studies are as follows:

- To acquire knowledge required to create an interdisciplinary and experience based educational model that will prepare graduates on the rapidly emerging need for innovations at the nexus of food security, food safety, agricultural productivity and economics from local to global scales.
- To be able to foster impactful interdisciplinary research and implement solutions that will improve the quality of life of Africans through fit-for-purpose interventions fostering economic growth and access to sufficient safe food for all.
- To be able to address Africa's shortage of expertise and applicable solutions to ensure a safe, controlled and sufficient food supply that will support economic growth and public health.

1.2 SCOPE OF THE SERVICES REQUIRED

The core tasks for the ESMPs shall include:

- Assess the potential environmental and social impacts related to construction activities and recommend adequate mitigation measures, including costs estimation.
- Identify responsibilities and actors for the implementation of proposed mitigation measures
- Assess the capacity available to implement the proposed mitigation measures, and suggest recommendation in terms of training and capacity building, and estimate their costs.
- Develop an Environmental and Social Management Plan (ESMP) for the work.
The ESMP should underline
 - (i) The potential environmental and social impacts resulting from construction activities
 - (ii) The proposed mitigation measures;
 - (iii) The institutional responsibilities for implementation;
 - (iv) The monitoring indicators;

- (v) The institutional responsibilities for monitoring and implementation of mitigation measures;
 - (vi) The costs of activities; and
 - (vii) The calendar of implementation.
- Consultations: The ESMP results and the proposed mitigation measures will be discussed with relevant stakeholders mainly involved by the construction activities. Recommendations from this consultation will be included in the final ESMP report.
 - Preparing the ESMP according to the generic contents below:

The objective of the study is to prepare an environmental and social management plan (ESMP) for the proposed upgrade of research facilities (laboratories) and the construction and maintenance of an animal house..

The ESMP should consists of a well-documented set of mitigation, monitoring, and institutional actions to be taken before and during construction and rehabilitation of the required facilities towards minimizing and elimination of the adverse environmental and social impacts. It should also include the measures needed to implement these actions, addressing the adequacy of the monitoring and institutional.

2. More details on the requested services are provided in the Terms of Reference included in the attached Request for Proposals.

3. The **African Center of Excellence for Mycotoxin and Food Safety (ACEMFS) Federal University of Technology, Minna** will make available the necessary documents and reports and other information concerning this assignment. You may obtain additional information at the following address: Abubakar Haruna. **African Center of Excellence for Mycotoxin and Food Safety (ACEMFS) Office, Bosso Campus, Federal University of Technology, Minna 08023753751 bakarharuna@futminna.edu.ng.**

5. This Invitation has been addressed to the following short-listed consultants :

1. Messrs Planet Care and Environmental Solutions Limited
2. Messrs Hochenmu Global Services Limited
3. Messrs Hospitalia Consultaire

6. A candidate will be selected on the basis of comparison of individual qualifications (Curriculum Vitae and Experience).

7. The following forms are attached :

- (a) Terms of Reference ;
- (b) Model of Curriculum Vitae ;
- (c) Model of Letter for submitting the Proposal ;

(d) Form for Observations of the Consultant on the Terms of Reference ;

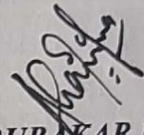
(e) Draft Contract, to be completed by the Consultant, including the financial proposal ;

8. Please inform us, upon receipt :

(a) that you received the letter of invitation ; and

(b) whether you will submit a proposal.

Yours sincerely,


ABUBAKAR HARUNA
DD Procurement Unit

VICE-CHANCELLOR

Prof. Abdullahi Bala, PhD, fcssn

REGISTRAR

Mr. A. N. Kolo, B.Sc., M.Sc., FIICA, ACIPM



Tel: +234 703 586 2582

Website: www.futminna.edu.ng

E-mail: registrar@futminna.edu.ng

OFFICE OF THE REGISTRAR

Your Ref: PU/SERV/ACEMFS/03/2022

20th September, 2022

Our Ref:

Mr. JOSEPH GALU PETER AGBA,
No. 56, Gana Street,
Beside Access Bank Pls,
Maitama, Abuja.

PROVISIONAL AWARD OF CONTRACT FOR CONSULTANCY SERVICES FOR THE ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN (ESMP) FOR AFRICAN CENTER OF EXCELLENCE FOR MYCOTOXIN & FOOD SAFETY BUILDING (ACEMFS) AT FUT MINNA

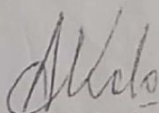
This is to notify you that the Vice-Chancellor approved your proposal for Consultancy Services for the Environmental and Social Management plan at the sum of **Five Million, Six Hundred and Seventy-Five Thousand Naira (₦5,675,000.00)** only with a completion period of **Four (4) weeks** as corrected and modified in accordance with the instructions to consultants clause 32.1 is hereby accepted by the Tenders' Board of Federal University of Technology, Minna.

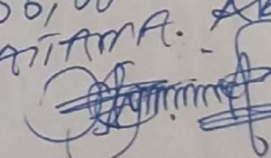
The award is provisional and subject to the following terms and conditions

- i. You are requested to proceed with the rendering of the Services on the basis that this notification of award shall constitute the formation of a contract, which shall become binding upon you furnishing us with signed contract agreement.
- ii. Agreeing to render consultancy services for Environmental and Social Management plan for the whole of the said services in strict compliance with the approved proposal, as well as the conditions of engagement.
- iii. Agreeing to the completion period as recommended, calculated from the official date of taking possession of the contract signing.
- iv. That no Fluctuation or Variation of Prices shall be entertained whatsoever.

If the conditions stipulated above are acceptable to you, please send your Acceptance Letter to the Registrar within Twenty- One (21) days from the date of this letter.

Thank you.


Mr. A. N. Kolo
Registrar

ORIGINAL COPY IS
COLLECTED BY ME
MR. JOSEPH GALU PETER AGBA
NO. 56, GANA STREET
MAITAMA, ABUJA
 21/09/2022

Mr. JOSEPH GALU PETER AGBA,
No. 56, Gana Street,
Beside Access Bank Pls,
Maitama, Abuja.

**PROVISIONAL AWARD OF CONTRACT FOR CONSULTANCY SERVICES FOR
THE ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN (ESMP) FOR
AFRICAN CENTER OF EXCELLENCE FOR MYCOTOXIN & FOOD SAFETY
BUILDING (ACEMFS) AT FUT MINNA**

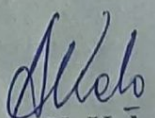
This is to notify you that the Vice-Chancellor approved your proposal for Consultancy Services for the Environmental and Social Management plan at the sum of **Five Million, Six Hundred and Seventy-Five Thousand Naira (₦5,675,000.00)** only with a completion period of Four (4) weeks as corrected and modified in accordance with the instructions to consultants clause 32.1 is hereby accepted by the Tenders' Board of Federal University of Technology, Minna.

The award is provisional and subject to the following terms and conditions

- i. You are requested to proceed with the rendering of the Services on the basis that this notification of award shall constitute the formation of a contract, which shall become binding upon you furnishing us with signed contract agreement.
- ii. Agreeing to render consultancy services for Environmental and Social Management plan for the whole of the said services in strict compliance with the approved proposal, as well as the conditions of engagement.
- iii. Agreeing to the completion period as recommended, calculated from the official date of taking possession of the contract signing.
- iv. That no Fluctuation or Variation of Prices shall be entertained whatsoever.

If the conditions stipulated above are acceptable to you, please send your Acceptance Letter to the Registrar within Twenty- One (21) days from the date of this letter.

Thank you.


Mr. A. N. Kolo
Registrar

cc: Vice – Chancellor
Bursar
Dir. Works
Dir. PPD
Procurement Unit
DD, (Audit)
Flimsy