



## **CENTRAL BANK OF NIGERIA**

### **INVITATION TO TENDER FOR THE PRINTING OF THE CBN ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2009**

#### **INTRODUCTION**

The Central Bank of Nigeria hereby invites reputable printing outfits with proven experience and expertise in handling flagship publications to tender for the printing of the CBN Annual Report and Financial Statements for the Year Ended 31<sup>st</sup> December, 2009.

#### **SCOPE OF WORK**

The scope of work involves the printing of five thousand (5,000) copies of full colour process Annual Report, with a page extent estimated at 310 pages. Your tender should be based on the under mentioned (a – f) specific requirements. In addition, your tender should contain information on (h – j). The page rate should be inclusive of the value added tax (VAT).

The prototype of the Report is available for inspection in the Office of the Administrator, Research Department.

- a) Paper Grammage: 120gms extra coated com-coded white paper
- b) Font Type/Size: 10 Points (Century Gothic)  
Single Line Spacing
- c) Colour Design: Full Colour Process (As in Prototype)
- d) Cover Design: 300gms, Suede forest green card, foiled and embossed spot UV designed
- e) Trim Size of the Report: 11<sup>1/8</sup>" by 8"
- f) Inner Demarcations: 150gms, Suede forest green paper, foiled, spot UV
- g) Binding: Perfect Binding
- h) Delivery Date:
- i) Page Rate:
- j) Payment Terms:

## **GENERAL REQUIREMENT**

- (i) Evidence of registration with Corporate Affairs Commission
- (ii) Evidence of payment of tax for the last three (3) years as when due
- (iii) Comprehensive company profile including registered office, functional contact email address, GSM phone numbers
- (iv) Verifiable evidence of similar jobs successfully executed within the last three years.
- (v) Reference letter from a bank stating the financial ability of the contractor to carry out such project(s)
- (vi)** Current Company's audited statement of accounts
  
- (vii) Evidence of employees Retirement Savings Accounts (RSA) with a pension fund administrator
  
- (viii) Evidence of remitting employer and employee pension contributions to the appropriate pension fund custodian
  
- (ix)** Evidence of transferring all Pension Funds and Assets prior to the commencement of the pension reform Act to licensed pension operators.

## **SUBMISSION**

Companies are to submit their bids in a wax-sealed envelope boldly marked at the top left corner "**Bid for the printing of CBN 2009 Annual Report**" and forwarded to:

The Secretary,  
Major Contracts Tenders Committee,  
2<sup>nd</sup> Floor, Wing C  
CBN Head Office Complex,  
Central Business District,  
Abuja, FCT Nigeria.

## **CLOSING DATE:**

All submissions must be received at the above address on or before May 14, 2010.

## **OPENING DATE**

Tenders will be opened on 18th May 2010

The CBN will enter into further communication only with the successful company.

**Signed**

**MANAGEMENT.**