



# TRANSMISSION COMPANY OF NIGERIA (TCN)

## INVITATION FOR EXPRESSION OF INTEREST AS INSURANCE UNDERWRITER/BROKER

### INTRODUCTION

In preparation for the renewal of all Transmission Company of Nigeria (TCN) insurance policies, the Company hereby invites applications/proposals from interested reputable insurance companies and Brokers that wish to participate in underwriting and Management of the Transmission Company of Nigeria (TCN)'S insurance policies. This is in line with the statutory and regulatory requirement to have insurance contract in TCN as contained in the Pension Reform Act 2004 and TCN condition of service 2016 section 10.

The assignment is to be funded by TCN Internal Generated Revenue IGR. savings

The policies shall include:

- 1) Group Life Assurance (GLA)
- 2) Group personal Accident Insurance (GPA)
- 3) Motor vehicle Assurance
- 4) Machinery All Risk Insurance
- 5) Directors and Officers Liability
- 6) Goods in transit insurance
- 7) Marine Insurance

### EXPRESSION OF INTEREST (PRE-QUALIFICATION)/ CRITERIA FOR APPOINTMENT

Interested Companies are required to provide the following:

1. Certificate of registration with Corporate Affairs commission (CAC)
2. Three Years Tax Clearance (2018, 2019, 2020) Expires Dec, 2021
3. Three years Audited Financial statement (2018, 2019, 2020) Expired 2021-duly stamped by Registered Auditor with evidence of approval NAICOM.
4. Evidence of current PENCOM Clearance Certificate-(2018, 2019, 2020) Expires 31<sup>st</sup> Dec, 2021.
5. Evidence of current ITF Compliance Certificate Expires 31<sup>st</sup> Dec, 2021.
6. Certificate of current Compliance with NSITF- expires 31<sup>st</sup> Dec, 2021.
7. Evidence of Interim Registration Report (IRR) with BPP valid till 31<sup>st</sup> Dec, 2021.
8. Company Profile and Technical Qualification showing CV of Key personnel on Similar Service.
9. Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed
10. Evidence of three (3) similar appointments in the last 5 years by similar organization with satisfactory performance.
11. NAICOM Approval /Registration to operate
12. Evidence of current membership of Nigeria Insurance Association (NIA).
13. Evidence of current membership of Nigeria council of registered Insurance Brokers (NCRB)

### 14. Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Transmission Company of Nigeria or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars; that the company is not in receivership of any form of insolvency/bankruptcy nor in debarment and that the company nor any of the Director (s) of the company has been convicted of financial crime.

### SUBMISSION OF DOCUMENTS

Only one Original and a soft copy of the EOI are to be submitted not later than **10:00am Tuesday 27/07/2021**. The names and mail addresses of the applicant Companies must be clearly marked on the envelope(s) bearing the submissions.

### **NOTE:**

1. All the information requested for pre-qualification must be provided in English Language by all applicants.
2. Failure to provide information/ supporting document that is essential for the evaluation of applicant's qualifications or to provide timely clarification or substantiation of the information supplied may result in disqualification of the applicant.
3. TCN reserves the right to verify any claim made by applicants
4. Only shortlisted firms will be invited at a later date for collection of Request for Proposals.

Completed Pre-qualification documents should be submitted in sealed envelopes clearly marked "APPLICATION FOR EXPRESSION OF INTEREST (PRE-QUALIFICATION) AS INSURANCE UNDERWRITER OR BROKER" delivered by hand to

**General Manager (Procurement) TCN, Room 122, TCN Headquarters, No 14 Zambezi Crescent, Maitama, Abuja, Nigeria.** To reach TCN NOT later than Tuesday 10:00 am 27/07/2021.

Opening of applications will be at **10:00am Tuesday 27/07/2021** in the TCN Auditorium 2<sup>nd</sup> Floor Maitama, Abuja, Nigeria.

Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording (link will be sent to bidders) with the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency;

Bidders can submit through Post (Courier Services)

For further information and /or clarification, please contact any of the following e-mail addresses [tcn.procurement@tcnmail.com](mailto:tcn.procurement@tcnmail.com)

**Signed.  
Management  
Transmission Company of Nigeria (TCN)**