



EXPRESSION OF INTEREST

About TKC:

is a Nigeria-based policy research institute, founded by Most Rev. Matthew Hassan Kukah, Bishop of the Catholic Diocese of Sokoto. The Centre has offices in Abuja and Kaduna and treats political leadership as a collaborative exercise that requires multiple governance structures at various levels – individuals, households, small businesses, the organized private sector, NGOs and government.

Background:

Inter-faith dialogue is at the core of the Centre's work and involves actively promoting conversations among Nigeria's faith communities, as well as between leaders in faith and public policy. The Kukah Centre aspires to become Nigeria's leading institution for the promotion of an active and engaged citizenry by providing support for inclusive dialogue and advocacy initiatives.

Our Approach:

The Kukah Centre (TKC) is initiating a process to engage vendors to **Supply Goods (None Food Items) NFI**. The Kukah Centre hereby extends an invitation to competent vendors (Suppliers) to apply and send in their interest in writing to the email address below.

Email address: procurement@thekukahcentre.org.

Vendor Submission Requirement: **Each interested vendor should submit the following:**

- Letter of Expression of Interest
- Company Profile and Bank details
- Copy of ID- either Driver's License, National ID, or Voters Card
- Evidence of Registration with the Tax Authority (updated certificate and tax number)
- Evidence of similar work with other NGOs (Job Order/Contracts/Purchase Order/LPO)
- Evidence of Bank Account
- Evidence Registration with CAC

IMPORTANT NOTES:

All Vendors

- TKC is neither committed nor obliged to include any company and/or associated companies, agents, or contractors on any Application list.
- Be aware that this invitation to express interest does not guarantee that you will be requested to submit all other subsequent offers to TKC; it does not constitute any form of agreement or contract between your organizations and TKC.
- TKC shall not be responsible for any cost incurred in responding to this advertisement.
- This request for expression of interest shall not be construed as a commitment by TKC, nor shall it entitle respondents to claim any indemnity from TKC by responding to this advertisement.

- This invitation is for you to express your interest in the provision of the above services and does not warrant further feedback from TKC hereafter.
- If the Application documents are submitted in any location other than the address/email provided, such submission will be considered invalid.
- Multiple Applications will not be acceptable.
- Only Applications that meet set down criteria will be considered, and the vendor contacted.
- TKC shall conduct due diligence at the shops of successful vendors before the final contract is signed.

Method of Submission:

Vendors that meet the above requirements should submit their application along with complete supporting documents to the following Address: procurement@thekukahcentre.org marked no later than Friday **7th February 2025**, **by 2:00 pm.**