



UNIVERSAL SERVICE PROVISION FUND

Universal Service Provision Secretariat  
Nigerian Communications Commission Head Office, 9<sup>th</sup> Floor  
Plot 423 Aguiyi Ironsi Street, Maitama District, Abuja, FCT.

### **REQUEST TO SUBMIT QUOTATION**

The Universal Service Provision Fund (USPF) hereby invites qualified and reputable firms to submit a quotation for the following items:

S/N	Items	Quantity
1.	HP CE320A TONER	3
2.	HP CE323A TONER	3
3.	HP CE380A TONER	3
4.	HP CF226A TONER	2
5.	A4 PAPER	20 Cartons
6.	BINDING STICK 15MM	2 packs
7.	BINDING STICK 18MM	2 packs
8.	BINDING CLIP 51MM	3
9.	CAR FRESHNER	10
10.	FILE TRAY	4
11.	GHANA MUST GO	10
12.	1 GB USB FLASH DRIVE	10
13.	2GB USB FLASH DRIVE	10
14.	APC EXTENSION WIRE	5
15.	STAPLER BIG	3
16.	STAPLER SMALL	10
17.	A4 BROWN ENVELOPE	20 packs
18.	HAND SANITISER (500 ml)	20
19.	POST- IT STICKER	20
20.	FACE MASK	20 Packs

#### **ELIGIBILITY REQUIREMENTS**

- Evidence of certificate of incorporation issued by Corporate Affairs Commission including form CAC2 and CAC7 or CAC 1.1
- Evidence of registration on the National Database of Federal Contractors, Consultants and Service providers by submission of an Interim Registration Report (IRR) valid till 31<sup>st</sup> December, 2021 or valid certificate issued by BPP;

Interested parties are to submit their quotations on or before March 9, 2021 at the Procurement Department, USPF Secretariat, NCC Building, Plot 423, Aguiyi Ironsi Street.

For further clarification on the advertisement, please email:  
[uspfprocurement@ncc.gov.ng](mailto:uspfprocurement@ncc.gov.ng) [uspfbids@ncc.gov.ng](mailto:uspfbids@ncc.gov.ng)  
[uspfprocurement@uspf.gov.ng](mailto:uspfprocurement@uspf.gov.ng) [uspfbids@uspf.gov.ng](mailto:uspfbids@uspf.gov.ng)

**Signed: Management**  
**Universal Service Provision Fund**  
**Nigerian Communications Commission Head Office**  
**Plot 423, Aguiyi Ironsi Street**  
**Maitama District, Abuja**