



GOVERNMENT OF RIVERS STATE OF NIGERIA

RIVERS STATE BUREAU ON PUBLIC PROCUREMENT



PUBLIC NOTICE

RIVERS STATE CONTRACTORS REGISTRATION SYSTEM (RCRS)

The Rivers State Contractors Registration System (RCRS) is an online system that will maintain the database of particulars, classification and categorisation of Contractors and Service Providers with the objective of improving the ease of doing business with the Government of Rivers State viz Ministries, Departments and Agencies including the 23 Local Government Councils; providing equal opportunities for all registered Contractors and Service Providers.

In view of the forgoing, the Rivers State Bureau on Public Procurement (RSBoPP) hereby invites qualified contractors and service providers doing or intending to do business with the Government of Rivers State to register in the RCRS via <http://rcrs.rsboop.rv.gov.ng>

Please, note that in course of your registration, your business shall be categorized based on your verified technical, administrative and financial capacity under the following:

- A. **Works:** Building, Power, Telecommunication etc.
- B. **Goods:** Educational Equipment, ICT Material and Supplies etc.
- C. **Services:** Consultancy, Security etc.

See web portal for detailed category description and references.

To ease your registration process and avoid downtime in imputing your information, you are expected to have ready the relevant documents for upload.

Mandatory Requirements

S/n	Works/Goods/Services
1	Evidence of Registration with Rivers State Board of Internal Revenue
2	Certificate of Incorporation
3	Form CAC1.1 (CAC 2 and 7/CAC 7A- Particulars of Directors and Shareholders or changes thereof)
4	Certified True Copy of Memorandum and Articles of Association (CAC MEMART)
5	Company Profile with registered address (not P.O Box), functional email, telephone numbers and point of contact for the organization.
6	Tax Identification Number (TIN)
7	Referral letter from company's bank reflecting account name.
8	Tax Clearance Certificate (for company that has existed for more than 3years)
9	Current Audited Financial Statement
10	Evidence of Similar Jobs Executed in the Past
11	Evidence of registration with Nigerian Investment Promotion Commission (Foreign firms only)
12	Certificate of Business Permit from Ministry of Interiors Affairs (Foreign firms only)

Optional Requirements

S/n	Works/Goods/Services
1	Evidence of Ownership of Equipment(Construction companies only)
2	Group Parent Company Information: (Optional – only for subsidiary companies)
3	Evidence of Memoranda of Agreement with Leasing Companies for Equipment Hire.
4	The Company's Rivers State Development Levy receipts for three consecutive years (year of registration inclusive) or intendment to pay.
5	List and Resume of Management and key technical staff with copies of professional certificates endorsed or initialed by the Staff etc.
6	Business Insurance - Public Third Party -Employee's Compensation Certificate - Motor Vehicle - Group Life Assurance - Professional Indemnity - Fire/Property Insurance
7	Certification from Relevant Professional Association/Bodies
8	Companies with fifteen (15) personnel and above must provide National Pension Commission (Pencom) compliance certificate.
9	Companies with five (5) personnel or has annual turnover of Fifty (50) Million Naira and above must provide ITF compliance certificate.

Kindly visit the web (<http://rcrs.rsboop.rv.gov.ng>) portal for more information regarding the registration.

Enquiries and Clarifications

Call 08077343557, 08077343558 or
Email: helpdesk@rsboop.rv.gov.ng

Visit:

The Department of Research and Price Intelligence
Rivers State Bureau on Public Procurement
22 Nzimiro Street, Amadi Flats, Old GRA, Port Harcourt.
Monday to Friday from 9.00am to 3.00pm

NOTE:

1. This invitation to register as a contractor does not amount to any contractual obligation on the part of the RSBoPP or any agency of the Government of Rivers State to enter into or award contract to any entity. A successful registration only qualifies the entity to participate in any tender proceedings.
2. By completing our registration request form, you are deemed to have agreed that we will consider and evaluate the information supplied and provide feedback, where necessary.
3. By virtue of the Rivers State Public Procurement Law, No 4, 2008, companies not registered in this portal shall not be eligible to do business with the Government of Rivers State including the 23 Local Government Councils.
4. Notwithstanding this potential registration, for specific projects on Works, Goods and Services you will be required to provide detailed documents evidencing company's capacity.
5. Registration is free and continuous until February 2, 2021 after which registration fees shall apply.

Thank you for the intending partnership with the Government of Rivers State.

Signed:

Igonibo Emmanuel Thompson
Director-General

Rivers State Bureau on Public Procurement