THE PRESIDENCY
NATIONAL HAJJ COMMISSION OF NIGERIA (NAHCON)

APPLICATION FOR THE ISSUANCE OF LICENCE FOR CARGO OPERATORS/CARGO AGENTS/ AIRFREIGHT FORWARDERS TO AIRFREIGHT PILGRIMS EXCESS LUGGAGE FOR 2025 HAJJ

The Commission wishes to invite interested Cargo Operators or reputable Cargo Agents with valid licenses for the air freight of Nigerian pilgrims' excess luggage from Saudi Arabia to designated Hajj Reception Centers in Nigeria for the 2025 Hajj operations

2. MODE OF APPLICATION:

Prospective applicants shall: -

i) Pay a non-refundable application fee of N10,000.00 (Ten Thousand Naira in certified Real Time Gross Settlement (RTGS) Transfer payable to National Hajj Commission of Nigeria Naira Transit Account (00201911410141) or NUBAN account (3000006880) with the Central Bank of Nigeria (CBN).

ii) Obtain an application form from the office of the SECRETARY OF THE COMMISSION

iii) Appear for evaluation on a date to be communicated after the receipt of the completed application form.

3. CONDITIONS OF APPLICATION:

All applicants must produce:

a) Certified True Copies of Certificate of Incorporation in Nigeria with CAC and Memorandum and Articles of Association or their equivalents in case of foreign companies

b) Certified True Copies of CAC forms C02 and C07or their equivalents in case of foreign applicants.

c) Evidence of current PENCOM Compliance Certificate for Nigerian companies

d) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP (Nigerian firms only);

e) Evidence of current ITF and NSITF Compliance Certificate for Nigerian firms;

f) Sworn Affidavit:

- Disclosing whether or not any officer of the relevant committees of the National Hajj Commission of Nigeria of Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the application and to conform that all information presented in its application are true and correct in all particulars;
- That no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal mispresentation or falsification of facts relating to any matter;
- That the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings.

g) Allied Aviation Services (Cargo Agency and Air Freight Forwarding Valid Certificate of Registration or License authorizations issued by NCAA in case of Cargo Agent/Airfreight Forwarders.

h) Evidence of company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2024.

i) Duly certified Company's Audited Account for the last three (3) years 2021-2023.

j) Evidence of ownership of cargo aircraft or standard and verifiable lease agreement(s)

k) Evidence of appropriate authorization/permit by Saudi Arabian authorities to weigh and freight pilgrims' luggage (cargo) or valid agreement with a licensed Saudi Arabian cargo/baggage handler(s) holding a valid Authorization/Permit.

l) Evidence of cargo flight arrangements in Saudi Arabia and Nigeria.

4. ADDITIONAL CONDITIONS TO BE FULFILLED BY SUCCESSFUL APPLICANTS

The approved Company (upon satisfactory fulfillment of the above conditions) must also meet the following post-selection terms before the Cargo Airfreight Agreement is executed with NAHCON:

i) Deposit of Twenty Million Naira (N20, 000,000.00) Bank Guarantee with NAHCON which will be returned after satisfactory conduct of the operation.

ii) Payment of Cargo License fee of Five Hundred Thousand Naira (N500,000.00) to the Commission.

5. SUBMISSION OF APPLICATION FORM

i) Submit duly completed application Form along with copies of all relevant documents on or before the deadline indicated below to:

The Secretary of the Commission
National Hajj Commission of Nigeria (NAHCON)
HAJJ HOUSE,
Plot 991/992 Zakariya Maimalari Street,
Adjacent to National Defence College (War College),
Central Business District,
Abuja.

ii) Completed application form should reach the Commission not later than 26th November, 2024 by 12:00hours local Time and the application will be opened immediately after the close of submission.

NOTE:

6. Please be informed that the application is not intended to create any form of contractual relationship or obligation on the part of NAHCON.

7. Consequently, NAHCON shall not be liable to any applicant for any expenses or loss incurred in connection with this application. NAHCON shall contact the shortlisted firms at the end of the evaluation of the application before formal agreement will be executed with successful applicants.

8. Applicants will be required to present original copies of submitted documents for sighting/verification.

Signed:
MANAGEMENT