Expression of Interest (EOI) for Development of Central Document Management System (CDMS) For NSIA

The Nigeria Sovereign Investment Authority (NSIA) is an investment institution established by the NSIA (Establishment, Etc.) Act 2011 and co-owned by all the federating units of Nigeria.

The Authority was established to achieve three key mandates:

a. Build a savings base for the Nigerian people;

b. Enhance the development of Nigerian infrastructure; and

c. Provide stabilization support during periods of economic stress.

These mandates are executed through the management and investment of three ring-fenced funds: the Nigeria Infrastructure Fund, the Future Generations Fund, and the Stabilization Fund.

The Authority invites eligible and reputable firms to express interest in developing a Central Document Management System (CDMS). The CDMS will integrate on-premises file shares with Microsoft SharePoint Online and Azure File Sync, providing:

- Local-first file access for staff in the office.
- Secure, anywhere access to departmental content.
- Integration with Microsoft Copilot for Business for advanced discovery, tracking, and insights.
- Enhanced compliance, governance, and retention capabilities through Microsoft Purview.

1. SCOPE OF SERVICES

The scope of services includes, but is not limited to:

- Discovery & Planning
- Azure File Sync & Cloud Integration
- SharePoint Online "Files Hub"
- Compliance & Governance
- User Adoption & Training
- Testing & Documentation

Detailed Terms of Reference (ToR) will be provided to shortlisted firms at the Request for Proposal (RFP) stage.

Deliverables

- Project plan and architecture design (including metadata and IA model).
- Configured Azure File Sync with validated hybrid access.
- Operational SharePoint "Files Hub" with modern search UI.
- Compliance configuration (labels, retention, auditing).
- Training sessions for users and IT admins.
- Documentation & runbooks for ongoing management.
- Verified Copilot integration with successful demonstration of search, retrieval, and summarization in pilot departments.
- Structured adoption program, including role-based training, champions network, and usage/adoption dashboards.

It is envisaged that this assignment will span a period of 9 weeks.

2. ELIGIBILITY REQUIREMENTS

- SOC 2 Type II Compliance: Must provide a current SOC 2 Type II report.
- NDPR / GDPR Compliance: As a Nigerian entity, vendors must demonstrate compliance with the Nigeria Data Protection Regulation (NDPR).
- Evidence of relevant ISO Certifications, e.g ISO/IEC 27001 (ISMS), ISO 20000 (ITSM) and ISO 22301 (BCMS).
- Microsoft Solutions Partner Designation: The firm must hold the Solutions Partner for Data & AI (Azure) designation.
- Firms should hold the Analytics on Microsoft Azure or AI and Machine Learning on Microsoft Azure advanced specialization.
- Firms must demonstrate strong Azure Consumed Revenue (ACR) over the last 12 months.
- Firms must have experience ingesting REST/SOAP APIs using Azure Data Factory or Azure Logic Apps.
- Firms must be able to implement Medallion (Bronze – Silver – Gold) Data Lakehouse architecture.
- Firms should have proven MLOps capability with Azure Machine Learning and/or Azure Databricks.
- Firms must use Azure Key Vault for secrets management and Microsoft Purview for data governance.
- Interested firms must be duly registered on the NSIA Procurement Vendor Management System (PVMS).
- Firms that are already registered on the PVMS should ensure that their profiles and supporting documents are up to date (minimum 86% completion).
- New vendors are required to complete registration on the PVMS via **https://pvms.nsia.com.ng**
- To assist with the onboarding process, a video tutorial titled "VIDEO TUTORIAL FOR VENDORS" is available in the FAQ section of the PVMS landing page. Vendors are encouraged to review it before beginning registration.
- Please note that full registration on the PVMS (i.e., achieving a minimum completion status of 86%) must be finalized on or before the EOI submission deadline.
- For further onboarding assistance, please contact **procurement@nsia.com.ng**

All due diligence and eligibility reviews will be conducted through the PVMS platform.

3. SUBMISSION GUIDELINES

- Submissions must be made electronically through the PVMS only.
- Interested dluohsfirmssubmit their Expressions of Interest (EOI) as a PDF document via the PVMS after registration, with the subject line clearly marked:
  "EXPRESSION OF INTEREST FOR DEVELOPMENT OF CENTRAL DOCUMENT MANAGEMENT SYSTEM (CDMS) FOR NSIA" REF NO: NSIA/PU/EOI/CDMS/2026/001
- The submission deadline is **Friday 5th June 2026 by 11:59 (WAT)**. Late submissions will not be accepted.

4. IMPORTANT NOTICE

- Only shortlisted firms will be invited to participate in the next stage of the procurement process.
- NSIA reserves the right to verify all information provided and to reject submissions at any stage if false or misleading information is detected.
- This invitation does not constitute a commitment on the part of NSIA to award any contract.
- NSIA shall not be responsible for any costs or expenses incurred in connection with the preparation or submission of any EOI.

SIGNED:

NIGERIA SOVEREIGN INVESTMENT AUTHORITY (NSIA)