ELECTORAL COMMITTEE OF THE
NIGERIAN BAR ASSOCIATION
NBA House, 9 Oro Ago Street, Garki, Abuja
info@ecnba.org.ng

REQUEST FOR PROPOSAL (RFP) FROM SERVICE PROVIDERS FOR THE

MANAGEMENT OF INFORMATION TECHNOLOGY OPERATIONS, DEVELOPMENT AND SUPERVISION OF A SECURE DIGITAL PLATFORM FOR ELECTRONIC VOTING FOR THE 2026 NATIONAL ELECTIONS OF THE NIGERIAN BAR ASSOCIATION (NBA)

RFP/ECNBA/ESP/2026

Issued: 21st April 2026

Proposal Submission Deadline: 5th May 2026, 5:00 PM (WAT)

KEY DATES AT A GLANCE

MILESTONE	DATE
Publication of RFP	**21st April 2026**
Proposal Submission Deadline	**5th May 2026, 5:00 PM (WAT)**
Shortlisting & Notification of Unsuccessful Respondents	**Latest 10th May 2026**
Publication of Shortlisted Respondents & Public Comment Period	**11th May 2026 – 16th May 2026**
Consideration of Objections & Complaints	**Up to 20th May 2026**
ECNBA Due Diligence, Final Decision & Contract Award	**Latest 30th May 2026**
NBA National Elections	**20th July 2026**

1. INTRODUCTION & BACKGROUND

By virtue of Section 10 and the Second Schedule of the Nigerian Bar Association Constitution 2015 (as amended in 2025) the ECNBA is mandated to conduct elections to the National Offices of the NBA and also NBA Representatives to the General Council of the Bar. In furtherance of that mandate, and pursuant to Part II of the second Schedule to the Constitution, the ECNBA hereby issues this Request for Proposal (RFP) for the selection of a qualified Service Provider for the Management Of Information Technology Operations, Development And Supervision Of A Secure Digital Platform For Electronic Voting For The 2026 National Elections Of The Nigerian Bar Association (NBA).

The selected Service Provider will be required to support the full electoral lifecycle from voters' register validation through real-time voting administration to post-election reporting in full compliance with the NBA Constitution, applicable Nigerian laws, and internationally recognised cybersecurity standards.

2. PROJECT OVERVIEW

The ECNBA is tasked with organising the elections for National Officers and Representatives to the General Council of the Bar, scheduled to hold on 20th July 2026. The overarching goal of this Project is to deliver elections that are:

- Free, fair, credible, and transparent;
- Technologically robust, ensuring safe and secure participation;
- Accessible to all eligible members of the NBA irrespective of their geographic locations, device type, or level of digital literacy;
- Auditable, with a complete and verifiable electronic paper trail; and
- Compliant with the NBA Constitution and all relevant regulatory and cybersecurity frameworks.

3. SCOPE OF WORK & RESPONSIBILITIES

The appointed Service Provider shall deliver an end-to-end election technology solution, including but not limited to the following:

3.1 Voters' Register Management

- Review, verify, and validate the voters' register generated from the NBA membership database;
- Flag and resolve duplicate, invalid, or incomplete voter records in collaboration with the ECNBA;
- Produce a certified final voters' register for use in the elections.

3.2 Secure Electronic Voting Platform

- Provision and configure a dedicated, secure electronic voting portal;

- Ensure the platform is accessible via web browsers and mobile applications on all major operating systems (Android, iOS, Windows, macOS);
- Implement end-to-end encryption for all data in transit and at rest;
- Integrate a robust Multifactor Authentication (MFA) protocol into the voting system to prevent unauthorised access;
- Ensure the system can accommodate the full NBA voting population without degradation of performance.

3.3 Voter Notifications & Communication

- Design and deploy voter notification messages via email, SMS, and any other applicable electronic channels;
- Issue pre-election reminders, voting instructions, and accreditation information to all registered voters;
- Provide post-election result notifications as directed by the ECNBA.

3.4 Real-Time Election Monitoring

- Provide an online, real-time dashboard and leaderboard accessible to authorised ECNBA officers during voting;
- Enable role-based access controls so that different stakeholders (ECNBA Chairman, Secretary, Observers) receive appropriate views;
- Generate live voter turnout and participation statistics throughout the voting period.

3.5 Technical Support & Help Desk

- Establish a dedicated Help Desk to support voters and ECNBA staff before, during, and for a defined period after the election;
- Provide at least two (2) dedicated support channels (telephone and email/chat);
- Ensure a maximum response time of thirty (30) minutes for critical election-day issues;
- Supply on-site technical personnel at the ECNBA command centre on election day.

3.6 Post-Election Reporting & Data Handover

- Generate a comprehensive post-election audit report within seventy-two (72) hours of the close of polls;
- Provide a full log of all system access, votes cast, and any anomalies detected;
- Transfer all election data and documentation to the ECNBA in an agreed format and timeline.

3.7 Data Protection & Confidentiality

The Election Service Provider (ESP) is mandated to strictly adhere to the Nigeria Data Protection Act (NDPA) 2023 and other relevant data privacy regulations. To ensure the integrity and privacy of the Association's members, the following protocols must be implemented:

- Role-Based Access Control (RBAC): The system must restrict platform access to authorized personnel only, based on their specific roles within the electoral process.
- Data Encryption: All voter information, including credentials and ballots, must be encrypted both at rest and in transit using industry-standard cryptographic protocols.

- Sovereignty of Data: No voter data or Association records shall be transferred, stored, or processed outside the Federal Republic of Nigeria without the explicit, written approval of the ECNBA.
- Data Retention & Disposal: To prevent unauthorized secondary use of data, the ESP shall facilitate the secure destruction or permanent anonymization of all personal voter data exactly twelve (12) months after the conclusion of the election, unless otherwise directed by the ECNBA for legal or audit purposes.
- Auditability: The provider must maintain a tamper-proof audit trail of all data access and modifications throughout the project lifecycle.

4. TECHNICAL REQUIREMENTS

Proposals must demonstrate that the proposed solution meets the following minimum technical requirements:

S/N	REQUIREMENT AREA	MINIMUM STANDARD
1	**System Availability**	99.9% uptime guaranteed during the voting window; documented disaster-recovery and failover plan required.
2	**Cybersecurity Framework**	Solution must align with NIST Cybersecurity Framework (NIST CSF) and/or ISO 27001:2022; independent penetration test report (not older than 12 months) must be submitted with proposal.
3	**Authentication**	Mandatory MFA for all voters; support for OTP (SMS/email), authenticator apps, and biometric options where applicable.
4	**Data Protection**	End-to-end encryption (minimum AES-256 for data at rest; TLS 1.3 for data in transit); data residency must comply with the Nigeria Data Protection Act 2023.
5	**Scalability**	Platform must support at least 100,000 concurrent users without service degradation.
6	**Accessibility**	WCAG 2.1 Level AA compliance; support for low-bandwidth environments; mobile-first responsive design.
7	**Auditability**	Immutable vote audit logs; ability to generate Voter Verifiable Paper Audit Trail (VVPAT) equivalent or cryptographic receipt.
8	**Solution Architecture**	End-to-end solution architecture document (maximum 20 pages) covering back-end systems, front-end interfaces, API integrations, and cybersecurity controls.

5. EVALUATION CRITERIA

The ECNBA will evaluate all compliant proposals on the following weighted criteria. Proposals that do not meet all mandatory requirements will be disqualified from further evaluation.

#	EVALUATION FACTOR	WEIGHT	MAX SCORE

1	Response to Specifications & Scope of Work — Comprehensiveness, clarity, and alignment of the proposed solution with each element of Section 3 of this RFP.	**50%**	**50**
2	Technical Expertise & Past Performance — Demonstrated experience in similar large-scale electronic voting deployments; qualifications of key personnel; sample deliverables.	**30%**	**30**
3	Cost & Value for Money — Total cost of service, payment schedule, and overall value proposition.	**20%**	**20**
	TOTAL	**100%**	**100**

6. SUBMISSION REQUIREMENTS

Proposals must be prepared and submitted strictly in accordance with the following requirements. Non-compliant submissions will be disqualified without further consideration.

6.1 Eligibility

- Only legally registered companies, entities, or accredited in-country representatives of foreign firms are eligible to participate.
- Respondents must provide verifiable evidence of expertise and experience in deploying electronic voting or election technology solutions.
- Respondents must maintain absolute independence from the ECNBA, its members, and all candidates contesting the 2026 NBA National Elections.
- A signed Conflict of Interest Declaration must be included in the proposal, affirming that no actual or potential conflict exists.
- For the purposes of this RFP, a conflict of interest is defined to include, but is not limited to:
  - Current or former employment of key personnel by members of the NBA National Executive Council (NEC) or the ECNBA within the last two (2) years.
  - Direct financial, professional, or familial ties to any candidate or recognized interest group within the Association.
  - Providing any form of professional service, consultancy, or campaign support to an NBA election candidate during the 2026 electoral cycle.
- The duty to disclose conflicts is ongoing; any potential conflict arising after the submission of the proposal must be reported to the ECNBA Secretary immediately.

6.2 Mandatory Proposal Components

Each proposal must contain the following components:

S/N	COMPONENT	REQUIREMENT
1	**Cover Letter**	Signed by a duly authorized representative confirming the respondent's commitment to the proposal and its validity period of not less than 90 days.

2	**Company Profile**	Corporate registration documents, ownership structure, key personnel CVs, and relevant professional certifications.
3	**Technical Proposal**	End-to-end solution architecture (maximum 20 pages) covering back-end systems, front-end interfaces, cybersecurity controls (NIST CSF / ISO 27001:2022), and a system integration plan.
4	**Past Performance**	Evidence of at least one (1) substantially similar electronic voting deployment, including client references and work samples.
5	**Independent Security Assessment**	Penetration test report or equivalent cybersecurity assessment not older than twelve (12) months.
6	**Financial Proposal**	Itemized cost of service including all fees, taxes, and contingencies; proposed payment schedule.
7	**Conflict of Interest Declaration**	Signed declaration confirming absence of conflicts of interest.
8	**Data Protection Compliance**	Evidence of compliance with the Nigeria Data Protection Act 2023 or equivalent framework.

6.3 Submission Instructions

Proposals must be received not later than 5:00 PM (West African Time) on 5th May 2026. Late submissions will not be considered.

Proposals may be submitted by any of the following methods:

- Electronic Submission (preferred): Submit one (1) complete PDF copy and one (1) editable copy to info@ecnba.org.ng. Email subject line must read: "RFP/ECNBA/ESP/2026 – [Respondent Company Name]".
- Physical Submission: Submit one (1) original and two (2) hard copies in a sealed envelope clearly marked "CONFIDENTIAL – RFP/ECNBA/ESP/2026", addressed to:

THE SECRETARY, ECNBA

NBA House, No. 9 Oro-Ago Street,

Garki, Abuja, Federal Capital Territory.

Proposals must remain valid and binding in all material respects for a period of ninety (90) days from the submission deadline.

7. PROCUREMENT PROCESS & TRANSPARENCY

The ECNBA is committed to a transparent, fair, and merit-based procurement process. The following process will be observed:

1. All timely and compliant proposals will be screened for eligibility and mandatory requirements.
2. Eligible proposals will be scored by an Evaluation Panel using the criteria in Section 5.
3. Shortlisted respondents will be published on the ECNBA and NBA websites and major platforms. A public comment and objection period will be open from **11th May 2026 to 16th May 2026**.

4. All complaints must state substantial and verifiable grounds. Anonymous complaints will not be entertained.
5. The ECNBA will conduct due diligence on shortlisted respondents and may request oral presentations or clarifications before making a final decision.
6. The ECNBA's decision as to the selected Service Provider is final and non-appealable.

8. GENERAL CONDITIONS & DISCLAIMER

- The ECNBA reserves the right to reject any or all proposals received in response to this RFP, to cancel this RFP process at any time, or to award the contract in whole or in part, without assigning reasons.
- The issuance of this RFP does not constitute a commitment by the ECNBA to award a contract, and no respondent is entitled to any compensation for costs incurred in preparing a proposal.
- All proposals and related materials submitted become the property of the ECNBA upon receipt.
- The ECNBA will engage the respondent presenting the best overall value, as determined solely by the ECNBA in its absolute discretion.
- Any misrepresentation in a proposal will result in immediate disqualification and may be referred for appropriate professional disciplinary action.
- The Service Provider will be required to execute a formal Service Level Agreement (SLA) with the ECNBA, incorporating agreed performance benchmarks, penalty clauses, and data security obligations, prior to commencing work.

9. ENQUIRIES

All enquiries regarding this RFP must be submitted in writing (via email only) to the ECNBA at **info@ecnba.org.ng** not later than **10th May 2026**. Responses to all queries of general relevance will be published on the ECNBA/NBA websites to ensure fairness to all respondents.

No verbal or telephone enquiries will be entertained. Respondents are advised to monitor the ECNBA and NBA websites for any addenda or clarifications issued in respect of this RFP.

Dated this 21st day of April 2026.

AHAM EJELAM SAN
Chairman, ECNBA

IBRAHIM ALIYU NASSARAWA ESQ.
Secretary, ECNBA