

Commission (CAC) or its equivalent for foreign applicant with a minimum share capital of at least **Two Billion Naira (N2,000,000,000.00)** or its equivalent.

- ii) Certified true copies of CAC forms C02 and C07 or their equivalents in the case of foreign applicant.
- iii) Copies of relevant Licences/Certificates
- iv) Evidence of financial capability to fund the airlift operation.

- v) Three consecutive years audited Company Financial Accounts.
- vi) Current three years Tax Clearance Certificates of the Company.
- vii) Submission of current Interim Registration Report (IRR) as evidence of registration on the National Database of Contractors, Consultants and Service Providers for Nigerian Carriers.
- viii) Submission of current PENCOM Compliance Certificate for Nigerian Carriers
- ix) Submission of current ITF and NSITF Compliance Certificate for Nigerian Carriers.
- x) Evidence of non-indebtedness to relevant aviation authorities and service providers both in Nigeria and in Saudi Arabia. More particularly, copies of duly signed clearance of non-indebtedness to NCAA, NAMA, FAAN and SAHCOL, Butake, NAHCO, GACA and other Saudi-based aviation service providers must be provided.
- xi) Details/specifications of aircraft to be deployed for the airlift.
- xii) Lease agreement(s) between the Lessor and Lessee of aircraft intend to be deployed for the operation and while should be confirmed by the NCAA and GACA.
- xiii) Evidence of ability to make available reliable flight schedule for the operation not less than eight (8) weeks before the commencement of airlift.
- xiv) MOU for Passenger and Luggage Screening (Security) arrangements in Saudi Arabia.
- xv) MOU/Arrangement for in-flight Catering Services with an authorized in-flight catering providers in Nigeria and Saudi Arabia, with Details which include; name(s) and addresses, telephone numbers, valid emails of caterers should be clearly stated and subject to joint inspection by relevant regulatory authorities and the Commission (A duly licensed Nigerian catering service provider(s) must be engaged for the outbound flight).
- xvi) Procedures/Arrangements for Crew Hotel accommodation during the operation in Nigeria and Saudi Arabia.
- xvii) Procedures/Arrangements for over flight clearance, en-route and landing permits. In addition, third party foreign carriers shall provide valid

authorization to exercise 3rd & 4th freedom traffic rights on Nigerian-Saudi Arabian route.

- xviii) MOU/Arrangements for Ground Handling services in Nigeria and Saudi Arabia.
- xix) MOU/Arrangements with fuel suppliers in Nigeria and Saudi Arabia.
- xx) Evidence of installation of an aircraft tracker/transponder to be confirmed by NCAA.
- xxi) Procedures /Arrangement for airfreight of 5-liter Zamzam water per pilgrim during the first phase of the airlift operation.
- xxii) Key Post Holder(s) viz: names, qualifications and schedule of duties for of the company responsible for liaison with NAHCON on Hajj-2023 matters.
- xxiii) Copy of certificate of aviation insurance which must meet the minimum combined single liability unit (hull, passenger, baggage/cargo and third party) liability limit set by NCAA.

7. Each applicant shall appear for screening on a date to be communicated by the Commission after the receipt of the completed application form. Originals of all documents submitted should be made available for sighting during the screening exercise.

8. ADDITIONAL CONDITIONS TO BE FULFILLED BY SUCCESSFUL APPLICANTS

Successful applicants screened by the Commission and approved by the Government shall:

- i) Provide evidences of re-confirmed arrangements/documentations in items numbers xi to xx in paragraph 5-6.
- ii) Provide verifiable evidence on item number xxi in paragraph 5.
- iii) Must provide evidence of possession of FCOP/FOC from NCAA and Saudi Arabia (GACA)
- iv) Readiness to comply with other guidelines and operations requirements for Hajj operation by the Nigerian aeronautical authorities and of the Saudi Arabian General Authority of Civil Aviation (GACA).
- v) Provide an Advance Payment Guarantee (APG) in accordance with the prescribed format to the tune of 50% of the total airfare.
- vi) Pay Hajj airlift (Clearance) fee of **₦3,000,000.00 (Three Million Naira only)** to NAHCON.
- vii) Execute an Airlift Agreement with NAHCON on behalf of the respective SMPWB/A/C/Armed Forces as inclusive which contains the terms and conditions of the airlift operation.
- viii) Opening of operational centre(s) by the selected carrier must be progressively synchronized with schedules and not exceed the number of

- available operating aircraft, unless otherwise directed by the Commission.
- ix) Confirmed arrangement(s) for the 70% to 100% direct flight to Madinah.
 - x) In the case of leased/chartered aircraft, verifiable proof of payment (wire transfer/telex copy, etc) of at least 10% of the full cost of lease/charter at the point of selection

9. **MODE OF APPLICATION**

Prospective applicant shall:

- i) Pay a non-refundable application fee of **₦1,000,000.00 (One Million 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) Complete and submit the application form along with copies of all relevant documents as itemized herein on or before the period indicated below (item 10).

10. **SUBMISSION OF APPLICATION FORM**

Duly completed Application Forms should be submitted 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.

The application should reach the Commission **not later than Tuesday, 7th February, 2023 at 12:00 hours** whereby application opening will take place immediately and no further submission would be entertained.

NOTE:

11. Please be informed that the application is not intended to create any form of contractual relationship or obligations on the part of NAHCON. Consequently, NAHCON shall not be liable to any applicant for any expenses or loss incurred in connection with the processing of the application. NAHCON would contact the successful applicants at an appropriate time before execution of formal agreement while the original copies of the document submitted should be forwarded for sighting.
12. Applicants must not have history of inability to airlift nor that of abandoned its pilgrims.
13. Applicants must not be third-party users of licenses or any other authorization.

**Signed
Management**