

Overview

ADEKUNLE AJASIN UNIVERSITY AKUNGBA-AKOKO, ONDO STATE

INVITATION FOR PRE-QUALIFICATION FOR THE IMPLEMENTATION OF ADEKUNLE AJASIN UNIVERSITY AKUNGBA -AKOKO ONDO STATE YEAR 2021 REPRIORTIZED FGN NEEDS ASSESSMENT PROJECTS

(1) INTRODUCTION

ADEKUNLE AJASIN UNIVERSITY AKUNGBA-AKOKO in keeping with its mandate and in compliance with the provisions of the Public Procurement Act, 2007, intends to implement the University YEAR 2021 REPRIORTIZED FGN NEEDS PROJECTS. The University hereby invites interested, competent and reputable contractors and consultants with relevant experience and good record of accomplishment for the Procurement of the under listed:

(2) SCOPE OF GOODS

LOTNO.	PROJECT NAME
1	Supply and Installation of Lecture Rooms Furniture
2	Supply and Installation of Computers for CBT Centre

(3) ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the following documents:

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;
- (b) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2022;
- (c) Evidence of Pension Clearance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 15 and above);

(d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);

(e) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2022;

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2022 or valid Certificate issued by BPP.;

(g) Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Adekunle Ajasin University, Akungba- Akoko or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
- that none of the directors of the Company has been convicted for criminal offense in relation to fraud or financial impropriety in any Country;

(h) For Supply of Computers:

- Letter or Authorization as representative of the Original Equipment Manufacturers (OEMs);
- Evidence of current registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA);

(i) Company's Audited Accounts for the last three (3) years -2019, 2020 & 2021, duly acknowledged by the Federal Inland Revenue Service (FIRS);

(j) Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;

(k) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSREN, ARCON, CORBON etc.;

(l) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;

(m) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC),

Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

(4) SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

Prospective bidders are to submit pre-qualification documents for each Lot desired; two (2) hard copies each of the technical bids packaged in sealed envelopes and clearly marked as "Invitation for Prequalification" and addressed to The Vice-Chancellor, Adekunle Ajasin University Akungba-Akoko Ondo State, and clearly marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated tender box in the Council Affairs office **not later than 10:00am Tuesday, 10 May, 2022.**

(5) OPENING OF PRE-QUALIFICATION DOCUMENTS

The Prequalification Documents will be opened immediately after the deadline for submission of bids **10:00am Tuesday, 10 May, 2022.**

All bids shall be opened in the Council Chamber of AAUA Please, ensure that you sign the Bid Submission in the Council Affairs office as the University will NOT be held liable for misplaced or wrongly submitted bids.

(6) GENERAL INFORMATION

- (a) Bid must be in English language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) All cost will be borne by the bidders.
- (d) Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by Video recording (invitation link will be sent to bidders to join the bid opening online) with the physical presence of two (2) representatives of private sector professional bodies and Civil Society Organization in area of Anti- Corruption /Transparency;
- (e) Only pre-qualified bidders will be invited at a later date for collection for Tenders;

(f) Arrangement of Pre-qualification Document in hard copies should follow' the order in the list above and appropriately paged. The pre-qualification document should have a table of content indicating the pages, which these items are to be found. Bidders are not allowed to bid more than One (1) Lot. Failure to comply with this directive will result to disqualification of the bidder;

(g) Adekunle Ajasin University Akungba-Akoko Ondo State is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

SIGNED:

**REGISTRAR
ADEKUNLE AJASIN UNIVERSITY
AKUNGBA-AKOKO ONDO STATE**