

**University of Nigeria, Nsukka Nigeria**

**Office of the Registrar**

**Advertisement for Pre-Qualification and Tender for Procurement of Engineering Workshop & Laboratory Equipment under the NLNG University Support Programme at University of Nigeria, Nsukka**

The University of Nigeria invites interested companies/firms to the prequalification and tender exercise for the execution of the Engineering Workshop & Laboratory Equipment under the NLNG University Support Programme, University of Nigeria, Nsukka.

<b>No.</b>	<b>Description of Project</b>	<b>Reference Nos</b>
1	Procurement of Workshop & Laboratory Equipment for the Department of Agricultural and Bioresources Engineering	Reference No. UNN/ NLNG/2015/01
2	Procurement of Workshop & Laboratory Equipment for the Department of Civil Engineering	Reference No. UNN/ NLNG/2015/02
3	Procurement of Workshop & Laboratory Equipment for the Department of Electronic Engineering	Reference No. UNN/ NLNG/2015/03
4	Procurement of Workshop & Laboratory Equipment for the Department of Electrical Engineering	Reference No. UNN/ NLNG/2015/04
5	Procurement of Workshop & Laboratory Equipment for the Department of Mechanical Engineering	Reference No. UNN/ NLNG/2015/05

6	Procurement of Workshop & Laboratory Equipment for the Department of Metallurgical and Material Engineering	Reference No. UNN/ NLNG/ 2015 /06
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**Scope of Works and Project Description:**

This consists of supply and installation of Engineering Workshop and laboratory equipment to provide world class teaching and learning / research environment.

**Requirements:**

Competent and interested companies who have the requisite experience, equipment and plants and desire to execute the project are required to submit their Firms Profiles which must include but not limited to the following documents:

- (i) Evidence of incorporation of the company with the Corporate Affairs Commission (CAC).
- (ii) Evidence of Recent Annual Returns to Corporate Affairs Commission (CAC).
- (iii) Evidence of Current Tax Clearance Certificate i.e. (2010, 2011 and 2012)
- (iv) Evidence of VAT Certificate and VAT remittances to Federal Inland Revenue Services (FIRS)
- (v) Company Profile with list of staff, including curriculum vitae, competencies, qualifications, registration with relevant professional bodies and experience of key personnel.
- (vi) Evidence of previous similar projects undertaken in the past five (5) years including scope of project, site of project, contract sum, evidence of successful completion of the project (interim/final valuation certificates).
- (vii) Evidence of possession of plants and equipment and a listing of such plants as possessed/owned by the firm. State location of the plants and equipment for ease of verification.

- (viii) Evidence of Current Audited Accounts of Firm for the last three (3) years i.e. (2010, 2011 and 2012).
- (ix) Evidence of Financial Capability and Banking Support (bank reference), bank statements of account for the last three months and letter authorizing the University to verify same from the bank.
- (x) Sworn affidavit that: (a) The Firm is not bankrupt  
(b) None of the Directors is an ex-convict or bankrupt.
- (xi) Articulated work plan and methodology
- (xii) Evidence of Employees Retirement Savings Accounts (RSA) with the Pension Fund Administrator.
- (xiii) Evidence of remitting Employer and Employee Pension Contributions to the appropriate pension fund custodian.
- (xiv) Evidence of transferring all pension funds and asset prior to the commencement of the pension Reform Act to licensed pension operators.
- (xv) Please state clearly your Company's full contact address, GSM Phone number and e-mail address for ease of communication.

**Method of Application:**

Eligible companies/firms who desire to be pre-qualified for this project are required to prepare and submit their pre-qualification documents in one (1) hard copy and one (1) soft copy in a sealed envelope clearly marked on top: **Pre-Qualification and Tender for Procurement of Engineering Workshop & Laboratory Equipment under the NLNG University Support Programme, at University of Nigeria, Nsukka** (State clearly the Reference Number and Description please) and addressed to:  
**The Registrar and Secretary to the**

**Council, University of Nigeria, Nsukka**

**Deadline for Submission:**

Pre-qualification documents should be submitted and dropped into the box at Room 226, Registrar's office, University of Nigeria, Nsukka latest August 24, 2015 on or before 12.00 noon. Pre-Qualification documents will be opened on the same day in the NUGA Secretariat, UNN by 1.00 pm in the presence of all representatives of the companies who choose to attend.

All pre-qualified contractors/firms will be communicated in writing to collect the financial bid documents and would be required to pay the stipulated tender fees for the Projects. The completed financial bid documents would be returned **not later than 21<sup>st</sup> September 2015.**

**Enquiries:**

All enquiries should be directed to: **The Registrar, University of Nigeria, Nsukka**

Please note that response to this invitation shall not oblige the University to consider any responding firm/company for pre-qualification. All costs incurred as a result of response to this invitation and any subsequent requests for information shall be borne by the responding firm/company.

**A.I. Okonta FIIA, FCAI.**

**Registrar**