

Federal Ministry of Education

Federal Secretariat, Phase III, Abuja

Invitation to Tender

Introduction:

The Federal Ministry of Education under the 2011 Capital Procurement Budget Implementation is desirous to execute the following under listed Projects, Interested Consultants are to submit Technical and Financial proposals for any of the Consultancy jobs:

Consultancy Services for supervision of construction of Millennium Development Goals (MDGs) Projects in

(i) North West Zone; (ii) North East Zone; (iii) North Central Zone; (iv) South West Zone; (v) South East Zone; (vi) South South Zone;

(vii) Renovation of federal Science Equipment Centre, Ijanikin, Lagos under Education Trust Fund (ETF);

(viii) Procurement of Consultancy Services for Asset Verification and Valuation in Federal Science and Technical College, Uromi, Edo State;

(ix) Engagement of Consultants (Estate Valuers) for asset verification and Production of Federal Ministry of Education (FME), Parastatals and 104 Unity Colleges;

(x) Procurement of Consultancy Services for the Development and Management Audit Instruments and to determine productivity level and obtain feedback to the system service delivery;

(xi) Procurement of Consultancy Services and development of monitoring Instrument of monitoring and evaluation of FME plans and programmes;

(xii) Procurement and engagement of Consultants and Resource Persons on Assessment of NAPEP, NEPAD AND NPCA implementation in the six Geo-Political Zones and its tracking

(xiii) Procurement and engagement of Consultants and Resource Persons in the

Statutory visitation exercise for quality assurance to 69 Federal Tertiary institutions and 3 inter-University Centres;

(xiv) Procurement of Consultancy Services for the Development review and Administration of the Psychological test instruments for basic and post Basic schools nationwide;

(xv) Procurement of Consultancy Services for the Development and Production of training manual for improved communication skills;

(xviii) Consultancy services for the development and production of Advocacy materials for the promotion of child participatory rights in schools and advocacy visits to policy makers in the

(xix) Procurement of consultancy services for capacity building of language Teachers, inspectors, Examiners on language education in each of the six Geo-Political zones of the Country

(xx) Procurement of Consultancy for capacity Building of Budget and Accounts Officers at HQs and 104 Unity Colleges.

Tender Qualifications/Requirements:

Interested Consultants who possess the following requirements are invited to submit Technical and Financial proposals for any of the following Con

- i. Evidence of Registration with Corporate Affairs Commission (CAC);
- ii. Evidence from the Companies' Bankers as to their financial capacity to undertake the project
- iii. Evidence of Tax Clearance Certificate for the last three years;
- iv. Evidence of VAT Payment;
- v. Evidence of Tax Identification Number (TIN);
- vi. Evidence of National Pension Commission Compliance;
- vii. Evidence of qualified technical and professional staff;
- viii. A comprehensive Company profile to include veritable key professional staff and evidence of financial capabilities including Audited Accounts for the last three years;
- ix. Evidence of similar jobs undertaken; and

x. Evidence of Registration with Professional bodies.

Submission of Tenders:

The proposals must be submitted unconditionally in the following prescribed manner:

(a) The Qualifications/Requirements mandatorily filled in ink will be sealed in an envelope and boldly marked: “**Technical Proposal for...**” at the topmost **right hand corner** of the envelope with the name and phone number of the Company boldly written **at the back** of the envelope and submitted to:

The Secretary,

Ministerial Tenders’ Board,

Procurement Department,

Capital Procurement Division,

Federal Ministry of Education,

Podium ‘L’ Room 3.15,

Federal Secretariat, Phase III, Abuja.

Closing of Submissions:

Submission of Tenders closes on **15th December, 2011**

Opening of Bids:

All the proposal bids envelope received will be opened on 15th December, 2011 by 12.00noon at the Auditorium, Federal Ministry of Education, 2nd Floor, Federal Secretariat, phase III, Abuja.

For more information, please contact the Secretary, Ministerial Tenders' Board, Federal Ministry of Education, Abuja.

Permanent Secretary,

Federal Ministry of Education, Abuja,

November, 2011