

**National Centre for Energy Efficiency and Conservation (NCEEC)**

**The Energy Commission of Nigeria**

**Faculty of Engineering**

**University of Lagos, Akoka, Lagos**

**The Energy Company of Nigeria**

Faculty of Engineering University of Lagos, Akoka, Lagos

**Introduction:**

The Centre invites competent contractors to pre-qualify for consideration in tendering for Office Equipment, Procurement of Laboratory Equipment, Establishment of Energy Reference Library and Construction of Office Buildings.

**Scope**

**The scope of work shall consist of the following:**

**LOT 1**

- i. Procurement of Office Furniture and Equipment.
- ii. Establishment of Energy reference library, books, journals and Specialised software
- iii. Procurement of Laboratory Equipment.

**LOT 2**

- i. Building of Admin and Computer Centre.
- ii. Construction of laboratory workshops.

## **Pre-Qualification Requirement**

- i. Evidence of Company Incorporation in Nigeria.
- ii. Evidence of Tax Clearance and VAT Certificate,
- iii. Evidence of Registration with the NCEEC of Nigeria
- iv. Company's profile with list of Technical/Managerial staff with evidence of previous work experience with detailed listing of clients, nature of work/contract, contract sum, duration of contract, completion period etc.
- v. Articulated work plan and methodology.
- vi. Evidence of Financial capability.
- Evidence of Submission of annual returns from CAC
- Experience in handling other similar jobs is an added advantage.
- ix. Evidence of pension compliance from National Pension Commission.

X. Full office address of the company and GSM number(s) of principal contact officers.

## **Submission**

Pre- qualification documents must be in a sealed envelope and the LOT of Interest clearly printed at the top left corner of the envelope and submitted not later than 18<sup>th</sup> August, 2011 to:

The Director

National Centre for Energy Efficiency and Conservation

2<sup>nd</sup> floor, New Faculty of Engineering Building

University of Lagos

## **Opening of Pre-Qualification Document**

Pre-qualification documents shall be opened by 10.00am prompt on Tuesday, 23<sup>rd</sup> August, 2011

## **Note**

Submission of Pre-qualification documents is not a guarantee for the award of contract. Only pre-qualified companies will be invited to tender for the above listed projects.