

UNIVERSITY OF PORT HARCOURT

CHObA, NIGERIA

**EXPRESSION OF INTEREST FOR PROVISION OF CONSULTANCY SERVICES: TETFUND
MERGED NORMAL INTERVENTION PROJECTS UNIVERSITY OF PORT HARCOURT**

(A) PREAMBLE

In compliance with the Public Procurement Act 2007 (as amended) the University of Port Harcourt hereby invites reputable and competent Consultancy Firms to submit Expression of Interest (EOI) documents for the provision of Consultancy services for the merged TETFund Normal Intervention.

(B) SCOPE

The Consultancy Services to be carried out are in the following categories:

- (i) Architectural Services
- (ii) Structural Engineering
- (iii) Mechanical Engineering
- (iv) Electrical Engineering
- (v) Quantity Surveying

(C) ELIGIBILITY REQUIREMENTS

Interested Firms should submit two (2) bound (EOI) documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7

(b) Evidence of Firm's Tax Clearance Certificate for the last three (3) years, valid till 31 December, 2018 (2016, 2017 and 2018).

(c) Evidence of current Pension Compliance Certificate, valid till 31 December, 2018

(d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate, valid till 31 December, 2018

(e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF), valid till 31 December 2018

(f) Evidence of Registration on the National Database of Federal Contractors, Consultant and service providers by submission of Interim Registration Report (IRR) or valid Certificate issued by BPP

(g) Evidence of Firm's registration with relevant professional body e.g. COREN/QSRBN/ARCON/CORBON/SURCON/Construction.

(h) Letter of Authority in favour of University of Port Harcourt to verify any claim(s) contained in the respondent's submission

(i) Specific Condition:

(a) All submission must be prepared in English language

(b) Firms wishing to be prequalified as a Consortium must be registered with CAC and with relevant professional regulatory bodies. In such cases, the requirements stated above must be in the name of the Consortium.

(j) Sworn affidavit that

(a) The Firm is not bankrupt, in receivership or under liquidation or involved in any litigation which can potentially affect the company's ability to effectively discharge her responsibilities if engaged.

(b) The claims made in the submission are true and correct in all ramifications.

(c) No officer of the relevant Committees of the University of Port Harcourt is a former or present Director, Shareholder or has vested interest in the Firm.

(d) No Director or Principal of the Firm (past or present) has ever been convicted on criminal charges in any court of law in Nigeria.

(D) IMPORTANT INFORMATION

(1) Late submission of EOI will be rejected

(2) Firms expressing their interest should follow the order of instructions in their submission

(3) Failure to provide the listed documents will result in automatic disqualification

(4) This publication is for information only and must not be construed as a commitment or obligation on the part of the University of Port Harcourt

(5) The University of Port Harcourt reserves the right to reject any prequalification document, not bound to shortest any Firm and reserves the right to annul the process at any time without liabilities.

(6) The University of Port Harcourt is not responsible for any cost incurred by any interested Firm.

(E) SUBMISSION OF EXPRESSION OF INTEREST

The Expression of Interest (EOI) documents which are to be arranged in the order listed above are to be submitted **on or before 12.00 noon, On Monday, 4 February, 2019**, in duplicate (2No) bound hard copies in a sealed envelope marked 'Expression of Interest As A Consultant to Undertake. (Indicate service you are applying for)' at the top left corner of the envelope, addressed to:

The Vice-Chancellor

University of Port Harcourt

P.M8.5323

Third Floor, Senate Building

University of Port Harcourt

Port Harcourt

(F) Submitted Documents Will Be Opened Immediately After The Above Stated Deadline, **At 12.30 P.M. on Monday, 4 February, 2019.**

SIGNED:

MRS. DORCAS D. OTTO

REGISTRAR

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