

## **Federal College of Education Kano**

### **Expression of Interest (E.O.I) for Consultancy Services as Project Managers**

#### **1. Introduction**

The Federal College of Education, Kano Invites interested competent and reputable project management consultants to apply for the Pre-qualification exercise as a condition to participate in the College Year 2013 Capital Projects (Constituency Projects). Interested consultants are to submit all the required information as well as comply with all other requirements for the prequalification of the projects.

#### **2.0 Consultancy**

Project Management consultancy services are required for some new works as well as renovation/Upgrading of some existing buildings

#### **3.0 Scope of Work**

The project manager is expected to provide (Appoint suitable and competent hands) for the following services:-

- a) Architectural Design
- b) Structural Design
- c) Quantity Surveying
- d) Electrical and Mechanical Drawing

#### **2. Pre-Qualification Requirements**

- a) Each consultant is expected to submit the following **Mandatory Documents**
  - i. Evidence of Incorporation with Corporate affairs Commission (CAC).
  - ii. Evidence of Tax Clearance Certificate for the last three (3) years (2010, 2011 & 2012) and Tax identification number (TIN)
  - iii. Company Audited Account for three (3) years (2010, 2011 & 2012) prepared by Chartered Accountant, duly stamped, signed and sealed.
  - iv. Evidence of compliance with the pension reform Act 2004 in accordance with Procurement Act 6(d)

- v. Evidence of compliance with Section 6(1) – (3) of the ITF Amended Act 2011
- vi. Evidence of registration of the practice with relevant registration board (ARCON, QSRBN and COREN)
- vii. A sworn affidavit that all documents submitted are genuine and verifiable
- viii. A sworn affidavit that none of the directors has been convicted in any country for criminal offence, including fraud or financial impropriety
- ix. A sworn affidavit indicating that no current staff of Federal College of Education, Kano is a former or present director, shareholder or has any pecuniary interest in the company submitting bid.

**b) Other Criteria**

- i. A list of relevant project experience within the last five (5) years relating to construction works in Nigeria, stating the scope, location contract sum, length of time from design to completion, key personnel and list of previous client and their contact information (mobile number, email)
- ii. Please attach copies of commissioning letter for each of the project in 2(b) (i) above
- ii. Include the Curriculum vitae of each professional staff in the firm submitting bid
- iii. Bank reference letter

**Note:** Original copies of documents listed above must be produced for sighting after being pre-qualified.

**3. Submission Of Completed Pre-Qualification Documents**

The documents should be submitted in sealed envelope and clearly marked

“Notice of Intention to consult as Project Managers for Constituency Project” and shall be delivered to:

**The Secretary (Tender),**

**Federal College of Education,**

**P. M. B. 3045,**

**Kano.**

Not later than **1<sup>st</sup> July, 2013**. The documents will be opened at 12:00 noon on Monday 1<sup>st</sup> July 2013 at the College Council Chambers (FCE, Kano Main Campus). No late submission will be entertained after 12:00 noon.

**Please note:**

- That the College reserves the right to verify any claim by the consultant and may disqualify Consultant(s) on false claim of any document(s).
- That by submission E.O.I documents F.C.E Kano is neither committed nor obliged to commission any prospective consultant.
- That this advertisement for E.O.I shall not be considered as a commitment on the part of the College, nor shall entitle any bidder to make any claims whatsoever and/or seek any indemnity from F.C.E Kano.

**Signed**

**Alhaji Musa Sule**

**Chairman Procurement Committee**