

The Federal University of Technology, Akure

P.M.B. 704, Akure, Ondo State, Nigeria

Expression of Interest/Invitation to Pre-Qualify Consultants for Provision of Consultancy Services

(1) Introduction:

(1.0) The Federal University of Technology, Akure has received TETFUND special intervention grant to commence the School of Health and Health Technology, In compliance with section 44 of Public Procurement Act 2007, interested and competent consultancy firms or consortium of firms with proven experience in the design and supervision of hospital and health facilities are hereby invited to submit Expression of interest/Applications for pre-qualification to provide professional consultancy services in any of the following disciplines:-

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

(2) Criteria for Evaluation of Prequalification documents:

(2.0) Prospective Consultancy firms shall be required to submit the following documents along with their applications:

- (1) Evidence of Certificate of incorporation and registration with the Corporate Affairs Commission (CAC), and evidence of Memorandum of Understanding (MOU) in case of a joint Venture, including CAC registration forms C02 and C07, Each company must fulfil responsive criteria.
- (2) Certified true copy of Memorandum and Articles of Association of the Company

- (3) Corporate profile, to include list, CVs, and copies of credentials of Company and technical staff, indicating qualification, year(s) of cognate experience and certificate of registration with relevant professional bodies.
- (4) Evidence of Company Tax Clearance Certificate for the last three (3) years (2012-2014), duly stamped
- (5) Copy of VAT Certificate of registration
- (6) Company Audited Accounts for the last three years (2012, 2013 & 2014), duly signed and stamped with a professional Accounting/Audit firm showing annual turnover.
- (7) Evidence of compliance with Industrial Training Fund (ITF) Amendment Act. 2011 by inclusion of Compliance Certificate from ITF
- (8) Evidence of compliance with Pension Reform Act, Q004 by inclusion of Current Clearance certificate from National Pension commission (PENCOM)
- (9) Original Bank Statement for the past Twelve (12) months with evidence of financial capacity, support and line of credit from a reputable bank
- (10) Reference from reputable banks.
- (11) Verifiable Evidence of similar Jobs successfully executed, or being executed within the last Five years, indicating type, cost, location and evidence of award and completion
- (12) List of verifiable equipment to be used for the projects, listed as owned, hired or leased.
- (13) Company's registered address, functional contact address, GSM Phone numbers and e-mail addressee
- (14) Reference letters from Three (3) previous Clients of similar projects, satisfactorily completed to be included in the pre-qualification.

(15) Original copies of documents would be requested to be made available for sighting whenever required

(16) A sworn Affidavit, certifying that:

(a) The documents submitted for the pre-qualification exercise are not only genuine, but correct

(b) The Director(s) seeking for pre-qualification had never been convicted by any court of law

(c) The Company is not bankrupt

(d) None of the Officers of FUTA is a former or present Director of the Company

(3) Submission of Pre-Qualification Documents:

Interested Consultants are to submit their Pre-qualification Documents enclosed in wax-sealed envelopes clearly marked on top right hand corner as follows: Pre-qualification as a Consultant”... Discipline” and drop them in the Tender Box in the Office of the Registrar, Federal University of Technology, Akure. All Applications for pre-qualification MUST reach the Registrar, Federal University of Technology, Akure, Ondo State **on or before 20th April, 2015.**

(4) Opening:

Applications submitted shall be opened on **20th April, 2015** immediately after close of submission by **12.00 noon** at the Old Senate Building Federal University of Technology, Akure. Interested firms and Civil Society Organizations which desire to witness the opening are encouraged to do so

(5) Verification of Information/Data Supplied:

Post-qualification process may also involve verification of information supplied by firms in their applications and physical demonstration of special skill, trade, tools or equipment/machinery listed in their submissions, Consultancy firms may also be requested to provide additional information while presentation of false information may form the basis for disqualification.

(6) Please note that:

- (i) Late submissions will be rejected
- (ii) Only short listed firms will be contacted
- (iii) The University reserves the right to reject any proposal
- (iv) Pre-qualification documents should be very clear about the bidder's areas of interest;
and
- (v) Federal University of Technology, Akure is not legally bound to enter any contractual agreement or negotiations with any party based on this Advertisement.

Signed:

Dr. (Mrs.) Modupe Ajayi

Registrar