

University of Calabar

Calabar

Expression of Interest by Consultants

1.0 Preamble

The University of Calabar is desirous of designing and preparing contract documents for the Office Building for the Faculties of Clinical Sciences and Allied Medical Sciences, College of Medicine using its year 2011 Capital Appropriation.

Accordingly, competent consultants with relevant experience are invited to submit an “Expression of Interest” application for the projects.

2.0 Requirements

Interested consultants are expected to submit a formal application accompanied by the following documents in seven (7) bound volumes with table of contents and Page Numbers in the order listed below:

- (a) Evidence of registration with the Corporate Affairs Commission (CA)
- (b) Company Tax Clearance Certificate for the past three (3) years, 2008,2009 and 2010;
- (c) VAT Registration;
- (d) Evidence of company’s registration with National Pensions Commission for Contributory Pensions scheme for staff in accordance with Pension Reform Act 2004;
- (e) Evidence of registration of the firm and key personnel with relevant professional bodies(**ARCON**, **CORBN**, **QSRBN** and Others);

- (f) Evidence of registration with the University;
- (g) Audited Accounts for the last three **(3)** years; 2008, 2009 and 2010;
- (h) Detailed company profile including the list of key staff with their curriculum vitae and relevant positions (photo-copies of academic and Professional Certificates must be attached);
- (i) Evidence of previous **experience** in executing projects of similar nature and magnitude in Nigeria, stating client and cost (to be in the form of valid consultancy agreements and any other relevant documents including photographs of projects on A4 paper).
 - Companies without the documents listed in 2 (a) to (e) above need not apply they will be disqualified ab initio,

31 Submission of Application

All applications and supporting documents must be submitted in a sealed envelop and clearly marked “**EXPRESSION OF INTEREST BY CONSULTANTS FOR** “name of Project” and the envelop should be addressed to:

The Registrar

University of Calabar

Calabar

Cross River State.

The envelop should be dropped in a tender box at the address above not later than 11th August, 2011.

4.0 Opening of Application

The application / documents shall be opened in the Senate Chambers of the University on the closing date at 3.00 pm. Authorised and/or accredited representatives of firms are strongly advised to attend the opening session. Only selected companies/firms shall be further contacted

Note:

More information on the project could be obtained from the Office of the Director of Physical Planning University of Calabar between 10:00.am and 3:00p.m. Daily,

The University will only deal with authorized officers of the Consultancy firms;

This advertisement for Expression of Interest (EOI) by Consult design of the project should not be construed to be a commitment of the part of the University to undertake the project nor shall it entitle Consultants to make any claims whatsoever and or seek indemnity from the University.

Signed

Dr. (Mrs) Julia D. Omang

Registrar