

Overview

**FEDERAL MINISTRY OF EDUCATION
FEDERAL GOVERNMENT COLLEGE, ENUGU, ENUGU STATE**

INVITATION FOR TENDER FOR EXECUTION OF 2022 APPROPRIATION

(1) INTRODUCTION

The Federal Government of Nigeria has appropriated funds for the Federal Government College, Enugu, Enugu State in the year 2022 appropriation for the execution of projects towards achieving the mandate of the College. Accordingly, the College wishes to invite competent Contractors/Suppliers to submit tender for the execution of the following Projects:

2.1 SCOPE OF WORKS/GOODS

CATEGORY: GOODS and WORKS

| LOT No | Project Title | LC |
|---------------|--|-----------|
| G1 | Procurement of 1 No Riso Machine | FG |
| W1 | Purchase and Installation of 1 No 500kva Sound Proof Generator | FG |
| W2 | Rehabilitation of Senior Boys Hostel | FG |
| W3 | Rehabilitation of Junior Boys Hostel | FG |

(2) ELIGIBILITY REQUIREMENTS

Prospective bidders must possess the under-listed requirements to be eligible in this procurement process:

- (a) Evidence of Business Name or Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;

- (b) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2022; with minimum average turnover of N20 million
- (c) Evidence of Pension Clearance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- (d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2022;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2022 or valid Certificate issued by BPP;
- (g) Sworn affidavit disclosing whether or not any officer of the relevant committees of the Federal Government College, Enugu on the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
- (h) Company's Audited Accounts for the last three years (2019, 2020 & 2021);
- (i) Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- (j) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON ETC..;
- (k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards. Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- (l) Works: List of Equipment with proof of Ownership/Lease Agreement.;
- (m) For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);
- (n) All documents for submission must be transmitted with a covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address,

Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized officer of the firm.

(3) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Principal FGC Enugu, with the evidence of payment of non-refundable tender fee of N10,000.00 per Lot, paid into the Federal Government College Enugu Remita account in any commercial bank in Nigeria.

(4) SUBMISSION OF TENDER DOCUMENT

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids with soft copy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to:

The Principal,

Federal Government College, Enugu

Enugu State

and clearly marked with (the name of the project and the Lot number).

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the Vice Principal Special Duties, Federal Government College Enugu **not later than 12:00 noon Thursday 10 March, 2022.**

(5) OPENING OF BID

The Technical bids will be opened immediately after the deadline for submission at **12:00 noon on Thursday, 10 March, 2022** at the College Multi-Purpose Hall, while the Financial bids will be kept unopened. Please, ensure that you sign the Bid Submission Register in the Vice Principal Special Duties. Federal Government College Enugu will not be held liable for any misplaced or wrongly submitted bids. For further enquiring please contact the Vice Principal Special Duties on Phone 07060839442, e-mail enugufgc@yahoo.com

(6) GENERAL INFORMATION

- (a) Bids must be in English Language and duly signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline would be returned unopened;
- (c) Bidders should not bid for more than one (1) Lots;
- (d) All costs will be borne by the bidders;
- (e) Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording (invitation link will be sent to bidders to join the bid opening online) with the physical presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency;
- (f) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (g) Only pre-qualified bidders at technical evaluation will be invited at a later date for virtual financial bids opening, while the financial bids of un-successful bidders will be returned un-opened;
- (h) The FGC, Enugu is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

SIGNED

THE PRINCIPAL

FEDERAL GOVERNMENT COLLEGE ENUGU