

Overview

FEDERAL POLYTECHNIC NEKEDE, OWERRI

P.M.B 1036, OWERRI IMO STATE

INVITATION TO TENDER FOR OUR YEARS 2019/2020 (MERGED) TETFUND INTERVENTION FOR ICT SUPPORT AND OUR YEARS 2020/2021 (MERGED) TETFUND PROJECT MAINTENANCE

(1.0) INTRODUCTION

(1.1) The Federal Polytechnic Nekede established by Imo State Edict No. 16 of 1978 as College of Technology, Owerri and taken over in April 1993, by the Federal Government, and saddled with the responsibility of producing manpower through functional/practical, technical, vocational and entrepreneurial education and training for the development of the individual and the economy, is desirous to utilize her Year 2019/2020 TETFund Intervention for ICT Support to execute the projects in e- learning application & e-learning support training. And her Year 2020/2021 TETFund Project Maintenance in refurbishment of 500 Capacity Lecture Theatre and Offices for School of Industrial and Applied Sciences (SIAS)

(1.2) Therefore experienced, competent and reputable vendors/contractors/ suppliers are invited to submit bids for the execution of the projects.

(2.0) SCOPE OF WORKS/SUPPLIES

(2.1) The scope of the Works includes:

LOT R1 ICT Support Projects which includes; User requirement gathering/adaptation, analysis of the functional specification to produce the use case diagram/model for the e-learning, design of the resultant use case model, coding using Java.net, Enterprise Java etc., user acceptance testing, deployment/hosting, staff training, independent performance security & evaluation.

LOT R2 Refurbishment of our ETF Special Intervention Fund 2010 project (500 Capacity Lecture Theatre and Offices for School of Industrial and Applied Sciences – SIAS)

(3.0) ELIGIBILITY REQUIREMENTS

- (i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7. Business Name is also acceptable for Lot R1
- (ii) Evidence of Company's Income's Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners in case of Business Name) for the last three (3) years valid till 31st December, 2022; with a minimum average Turnover of N20 Million;
- (iii) 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);
- (iv) 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);
- (v) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December, 2022;
- (vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2022 or valid Certificate issued by BPP;

(vii) Sworn Affidavit disclosing whether or not any officer of the relevant Committees of the Federal Polytechnic Nekede, Owerri or 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;

(viii) Company's Audited Accounts for the last 3 (three) years (i.e. 2019, 2020 & 2021) duly acknowledged by the Federal Inland Revenue Service (FIRS);

(ix) Reference Letter from a Reputable Commercial Bank indicating willingness to provide credit facility for the execution of the project when needed;

(x) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their academic/professional qualifications;

(xi) Verifiable documentary evidence of at least three (3) similar jobs executed in the last 5 (five) years (i.e. from 2017 to date), including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;

(xii) Lot R1: Evidence of Firms accreditation by Computer Professional Registration Council of Nigeria (CPN) and National Information Development Agency (NITDA);

(xiii) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);

(xiv) 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 Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM number), and an email address. The Letter-head Paper must bear the Names and Nationalities of the Directors of the company at the bottom of the page, duly signed by an authorized officer of the firm.

(4.0) COLLECTION OF TENDER DOCUMENTS

Interested Companies are to collect the Standard Bidding Documents (SBD) from the Office of the:

The Director

Physical Planning Unit, Rectory Building (Ground Floor)

Federal Polytechnic Nekede

PMB1036, Owerri,

on evidence of payment of a non-refundable tender fee of N 10,000.00 per Lot, paid into the Federal Polytechnic Nekede, Owerri, Treasury Single Account (TSA) through Remita into 0140468461017 in any reputable Commercial Bank in Nigeria.

(5.0) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit two (2) hard copies each of the Technical and Financial bids with softcopy of the 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 Rector

Federal Polytechnic Nekede

PMB 1036, Owerri, and clearly marked with the name of the project. Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated Tender Box located at:

Physical Planning Unit

Rectory Building (Ground Floor)

Federal Polytechnic Nekede, Owerri,

Not later than **12:00 Noon of Tuesday 17 May 2022.**

(6) OPENING OF TECHNICAL BIDS

Only the Technical Bids will be opened immediately after the deadline for submission at **12:00 Noon of Tuesday 17 May 2022**, in the:

Council Chambers

Rectory Building (Upper Floor)

Federal Polytechnic Nekede, Owerri

while the Financial Bids will be kept un-opened. Please, ensure that You sign the Bid Submission Register in the office of the Director, Physical Planning Unit, Recovery Building (Ground Floor), Federal Polytechnic Nekede, Owerri, as the Federal Polytechnic Nekede, Owerri will not be liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Unit on email: ppu@fpno.edu.ng

GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid for more than Two (2) 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 Federal Polytechnic Nekede, Owerri is not bound to accept any bidder and reserves the right to annul the Procurement Process at any time without incurring liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

SIGNED

E.C. ANUNA (MRS)

REGISTRAR, FEDERAL POLYTECHNIC NEKEDE, OWERRI