

# Overview

## FEDERAL POLYTECHNIC NASARAWA

### P.M.B 001 NASARAWA, NASARAWA STATE

#### INVITATION FOR PRE-QUALIFICATION/TENDER EXERCISE FOR THE YEAR 2022 ANNUAL CAPITAL BUDGET APPROPRIATION, YEAR 2020-2021 MERGED TETFUND NORMAL INTERVENTIONS, YEAR 2021 TETFUND CENTRE OF EXCELLENCE AND YEAR 2022 IGR PROJECTS

##### (1) INTRODUCTION

(1.1) The Federal Polytechnic Nasarawa is an Institution under the Federal Ministry of Education, is desirous in carrying out its capital project under the 2022 Annual Capital Budget Appropriation, Year 2020-2021 merged TETFUND normal interventions, Year 2021 TETFUND centre of excellence and Year 2022 IGR projects. Reputable Contractors and Companies with relevant experience and financial capabilities are invited to tender for the projects as indicated below:

##### (2.0) SCOPE OF WORKS

###### (2.1) CATEGORY A 2022 CAPITAL PROJECTS

A1	Rehabilitation and Reconstruction Internal Roads.
A2	Continuation and Construction of perimeter fencing.
A3	Erosion Control (Construction of Drainages and Curvet).
A4	Construction of School Main Gate.
A5	Procurement of Soundproof Generator Sets.

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A6 Procurement of Utility Vehicles.

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A7 Procurement of Training materials for Capacity Building

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**CATEGORY BYEAR 2020-2021 MERGED TETFUND NORMAL INTERVENTIONS**

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B1 Construction of Mechanical Engineering workshop/offices

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B2 Construction of Student Hostel

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B3 Procurement, Installation, Testing and commission of office Equipment

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B4 Procurement, Installation, Testing and commission of office furniture

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**CATEGORY C YEAR 2022 IGR PROJECTS**

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D1 Maintenance/Rehabilitation of Buildings

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D2 Maintenance of Vehicles

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D3 Procurement of Examination consumables

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D4 Printing of Security/Non Security Documents

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D5 Provision of Consultancy Services

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D6	Procurement of Utility Vehicles
D7	Procurement of Fuel (Diesel and PMS)
D8	Procurement of Laboratory consumables
D9	Maintenance and Reconstruction of Central Store
D10	Repairs/Maintenance of Plants and Machinery

### **(3) ELIGIBILITY REQUIREMENTS**

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7. Business Name is acceptable for Services;
- (b) Evidence of Company's Income 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.
- (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 Nigeria Social Insurance Trust Fund (NSITF) Compliance 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 Polytechnic Nasarawa 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;

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

(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) Services: Evidence of Firm's current registration with relevant regulatory professional body(ies) such as COREN, QSRBN, ARCON, CORBON etc.;

(l) 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;

(m) Works; List of Plants/Equipment with proof of Ownership/Lease;

(n) Only companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for the vehicles;

(o) For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

(p) 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 authorised officer of the firm.

#### **(4) COLLECTION OF TENDER DOCUMENTS (GOODS & WORKS)**

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Director Procurement, room 109 ground floor main Admin Block the Federal Polytechnic Nasarawa; on evidence of payment of anon- refundable tender fee of N10,000.00per Lot, paid into the Federal Polytechnic Nasarawa's Remita account in any reputable Commercial Bank in Nigeria.

## **(5) SUBMISSION OF TENDER DOCUMENTS (GOODS & WORKS)**

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids with softcopy 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 Rector Federal Polytechnic Nasarawa and clearly marked the Lot number and categories of works. 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 main entrance of the Admin Block Federal polytechnic Nasarawa **not later than 12:00 noon Monday, 30 May, 2022.**

## **(6) SUBMISSION OF EOI**

Interested Firms in Consultancy Service are to submit the Expression of Interest (EOI) for each of the Lot desired, in three (3) hard copies each (one original & two copies). The EOI should be addressed as indicated above and submitted **not later than 12:00 noon Monday, 30 May, 2022.**

## **(7) OPENING OF EOI AND TECHNICAL BIDS**

The EOI and the technical bids will be opened immediately after the deadline for submission at **12:00 noon Monday, 30 May, 2022** in the School Auditorium, Federal Polytechnic Nasarawa in the presence of bidders or their representatives. Please ensure that you sign the Bid Submission Register in the office of the Director Procurement, room 109 ground floor main Admin Block the Federal Polytechnic Nasarawa, as the Federal Polytechnic Nasarawa will not be held liable for misplaced or wrongly submitted bids.

## **(8) 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) Goods & Works: 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) Service: Only Shortlisted firms will be invited at a later date for collection of Request for Proposals;

(i) The Federal Polytechnic Nasarawa is not bound to pre-qualify/shortlist 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**

**RECTOR**

**FEDERAL POLYTECHNIC NASARAWA**