

Overview

FEDERAL UNIVERSITY LOKOJA,

KOGI STATE, NIGERIA

Website: www.fulokoja.edu.ng

INVITATION TO BID/TENDER

(A) PREAMBLE

The Federal University Lokoja is one of the 12 newly established Federal Universities under the administration of the Former President Goodluck Jonathan. In compliance with the Public Procurement Act, 2007 the University intends to execute some projects using funds from its IGR and hereby invites interested, competent and eligible contractors to tender and submit the required information/documents as well as comply with other prerequisites for the tendering exercise for the underlisted projects:

PROJECT

S/N	PROJECT DESCRIPTION	CONTR
1	Construction of Blocks of Lavatory	FUL/IGR
2	Furnishing of Classrooms/Supply of Office Furniture	FUL/IGR
3	Step Down/Extension of 33KvA High Tension Line/Installation of 500KVA Transformer and Distribution of Power Line	FUL/IGR

ELIGIBILITY REQUIREMENTS

Firms interested in bidding for any of the lots must possess the following eligibility requirement:

(a) Evidence of Certificate of Incorporation with Corporate Affairs Commission (CAC), including Form CAC1 CAC2 and CAC7;

(b) Evidence of Company Income Tax Clearance Certificate for the last three (3) years (2018, 2019, and 2020) valid till December 31st 2021;

(c) Evidence of current Pension Clearance Certificate issued by the National Pension Commission (PENCOM) valid till December 31st, 2021 (this requirement is only applicable to bidders whose number of staff is 15 and above);

(d) Evidence of Industrial Training Fund (I.T.F) Certificate of Compliance valid till December 31st, 2021 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidders turnover is N50m and above);

(e) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate Valid till December, 31st December, 2021;

(f) Evidence of Registration on National Database of Contractors, Consultants and Services providers by submission of interim Registration Report(IRR) expiring on 31st Dec. 2021, or valid Certificate issued by BPP.

(g) A Sworn Affidavit certifying as follows:

- The company is not in receivership, insolvency or bankruptcy.
- The company does not have any director who has been convicted by any court in Nigeria and any other country for criminal offences in relation to fraud or financial impropriety.
- That no officer of Federal University, Lokoja or BPP is a former or present director or shareholder of the company.
- That all information presented in the documents is true and correct in all particulars

(h) Evidence of Company Audited accounts for the last three(3) years (2018, 2019, and 2020) duly signed and stamped by a professional accounting/audit firm and signed by the client;

(i) Satisfactory bank reference from a reputable bank stating the Company's credit worthiness and ability to be granted financial support for the project execution if need be;

(j) Verifiable documentary evidence of at least 3 similar jobs executed in the last 5 years. (Copy of award letter, evidence of delivery attached Valuation Certificates, Job Completion Certificates and Photographs of the Projects;

(k) List of Plants/ with proof of Ownership/Lease Agreement;

(l) Company's Profile with the Curriculum Vitae of key personnel to be deployed for the projects stating their designation, qualification and years of experience. (Copies of certificates are to be attached);

(m) For Joint Venture/Partnership, Memorandum of Understanding (MOU) should be provided (all the eligibility requirements are mandatory for all Joint Venture Partners);

(n) All documents for submission must be transmitted with covering/forwarding letter under the Company's /Firms' letter headed paper bearing amongst others the Registration (RC), Contact Address, Telephone Number and e-mail address. The letter headed paper must bear the names and nationalities of the Directors of the company duly signed by the authorized officer of the Company/Firm.

(B) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect Standard Bidding Documents (SBD) from the Office of the Head of Procurement Unit, located in the First Floor, Faculty of Education Building, Felele Campus, Federal University, Lokoja from Thursday, 20 January, 2022 upon the presentation of a non-refundable fee of N10,000.00 (Ten Thousand Naira) per lot made through Remita Platform in favour of Federal University Lokoja at any Commercial Bank in Nigeria and must be presented before collection of tender documents.

(C) SUBMISSION OF TENDER DOCUMENTS

Prospective Bidders are to submit bid for each of the Lot desired, Two (2) Hard and Soft Copies each of the Technical and Financial Bids Tender Documents are to be enclosed in two (2) separate envelopes one to contain the Technical bids and boldly marked "TECHNICAL BIDS" on the top right corner and the other to contain the Financial Bids and boldly marked "FINANCIAL BIDS" on the top right hand corner. The two envelopes are to be placed in one large envelope showing the Lot number of the project for which the bid is submitted and addressed to:

The Registrar,

Federal University,

Lokoja, Kogi State;

Furthermore, envelopes are to be submitted in a tamper proof Tender Box located in the Procurement Unit, First Floor, Faculty of Education Building, Felele Campus, Federal University, Lokoja, **not later than 12noon Thursday, 3 March, 2022**. Bidders are to ensure that they sign the Bid submission Register at the point of submissions as the

university will not be held liable for misplaced bids. Any bid received after the stated date and time shall be returned unopened. All submissions must be made in English Language

(D) OPENING OF TECHNICAL DOCUMENTS

Only the Technical Documents shall be opened immediately following the deadline for the submission of bids at **12:30p.m on Thursday 3 March, 2022** at the Administrative Block, Council Chambers, Federal University, Lokoja Felele Campus, while the financial bids will be kept un-opened. For further enquiries, Please contact the Head of Procurement on this email address: abayomi.durotola@fulokoja.edu.ng. All Bidders, Civil Society Organizations, Professional Bodies and interested Stakeholders are invited to attend the bid opening exercise scheduled to take place immediately following the close of bid submission. However, all attendees MUST comply fully with Covid-19 safety protocols.

(E) GENERAL INFORMATION

(a) Bids must be in English Language and signed by an Official Authorized by the Bidder

(b) Prospective bidder for each lot should note that enclosure of Technical and Financial bids in one and same envelop will result in automatic disqualification.

(c) Submissions that do not meet up with all requirements specified above shall be rejected

(d) Evaluation of Bids shall be based strictly on the requirements stated above.

(e) This advertisement should not be construed as a commitment or obligation on the part of FUL to award these contracts.

(f) Bid Document can also be collected in soft copies and bidders can submit through post (Courier Services)

(g) Only prequalified bidders at Technical Evaluation will be invited at a later date for the financial bid opening while the financial bids of unsuccessful bidders will be returned unopened.

(h) The Federal University Lokoja is not obliged to award the contract to the lowest cost bidder.

(i) Due diligence exercise shall be conducted to verify all claims made by bidders.

(j) The University shall not be responsible for any cost incurred by the bidders in connection with the response to this advert.

(k) No company is permitted to tender for more than (1) one lot.

(l) All companies are required to indicate the lot they are bidding for at the back of the envelopes containing their bidding documents.

SIGNED:

MANAGEMENT