

FEDERAL MEDICAL CENTRE, LOKOJA, KOGI STATE

NO. 1 SALIHU IBRAHIM WAY, LOKOJA, KOGI STATE

INVITATION FOR EXPRESSION OF INTEREST FOR THE EXECUTION OF 2018 ZONAL INTERVENTION PROJECTS & APPOINTMENT AS EXTERNAL AUDITOR FEDERAL MEDICAL CENTRE, LOKOJA, KOGI STATE

(1.0) INTRODUCTION

The Federal Medical Centre, Lokoja, hereby invites reputable and interested contractors with relevant experience and good records of accomplishment of performance, to submit bids for the following projects:

(2.0) SCOPE OF SERVICES

CATEGORY A: MEDICAL CONSULTANCY ON MEDICAL OUTREACH/TRATMNG

LOT I: Medical Outreach to Lokoja LGA, Kogi State. Phase I

LOT II: Medical Outreach to Koton-Karfe LGA, Kogi State. Phase I

LOT III: Medical Outreach to Lokoja LGA, Kogi State. Phase II

LOT IV: Medical Outreach to Koton-Karfe LGA, Kogi State. Phase II

LOT V: Training of Local Governments Health Workers in Lokoja LGA on Performance Based Health Finance (PBF)

CATEGORY B: EXPRESSION OF INTEREST FOR APPOINTMENT AS EXTERNAL AUDITOR

LOT VI: Expression of Interest for Appointment as External Auditor

(3.0) ELIGIBILITY REQUIREMENTS

The following are the requirements that should be submitted by interested contractors:-

(a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including form CAC2 and CAC7;

(b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years (2015, 2016 and 2017) valid till 31, December, 2018;

(c) Evidence of current Pension Compliance Certificate valid till 31, December, 2018;

(d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31, December, 2018;

(e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31, December, 2018;

(f) Evidence of registration on the National Database of Federal Contractors, Consultants and Service providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid Certificate issued by BPP;

(g) Company's Audited Accounts for the last three (3) years -2015, 2016, & 2017;

(h) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

(i) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications;

(j) Verified documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards and Job Completion Certificates;

(k) Evidence of Registration/Renewal with Office of the Auditor-General of the Federation as a practicing Audit Firm 31, December, 2018; (applicable to category B only);

(l) Evidence of current registration with relevant professional bodies ICAN, ANAN and Licence to practice valid till 31 December, 2018; (applicable to category B only);

(m) Evidence of Firm's Registration the Medical & Dental Council of Nigeria, or other related professional body(ies) (Category A)

(n) Sworn Affidavit:

- Disclosing whether or not any officer of the relevant committees of the Federal Medical Centre, Lokoja 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

- That the Director(s) of the company has/have never been convicted by any Court of law;
- The company is not in receivership, that neither the company nor any of the Director is bankrupt;

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) is issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.): and email address. Directors of the Company at the bottom of the page and duly signed by the authorized officer of the firm.

(4.0) SUBMISSION OF EOI DOCUMENTS

Prospective bidders are to submit bid for each of the CATEGORY/LOT desired, in two (2) spiral bounded hard copies each of the completed pre-qualification document with full pagination and enclosed in an envelope, sealed and clearly marked with CATEGORY/LOT and project name, at the Top right corner of the envelope addressed to:

The Medical Director,

Federal Medical Centre

Lokoja, Kogi State

Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box positioned at the entrance to the Board room located in the Central Administrative block **not later than 12:00 noon on Monday 26 November, 2018**. Please, ensure that you sign the Bid Submission Register in the Procurement Unit office located in the Central Administrative Block, as the Federal Medical Centre, Lokoja. will not be held liable for misplaced or wrongly submitted bids.

(5.0) OPENING OF BIDDING

The EOIs will be opened immediately after the deadline for submission at **12:00 noon on Monday, 26 November, 2018** in the Board Room Federal Medical Centre, No. 1 Salihu Ibrahim Way, Lokoja, Kogi State, in the presence of bidders or their representatives. For further enquiries, please contact FMC Lokoja on e-mail: fmelkg@yahoo.com.

(6.0) GENERAL INFORMATION

- (a) Bids must in English Language and signed by an official authorized by the bidder;
- (b) Only shortlisted firms shall be invited for collection of Request for Proposals.
- (c) Bids submitted after the deadline for submission would be returned un-opened;

(d) All costs will be borne by the bidders;

(e) The Federal Medical Centre, Lokoja 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:

MEDICAL DIRECTOR

FEDERAL MEDICAL CENTRE, LOKOJA