

## Overview

### **UNIVERSITY OF BENIN, BENIN CITY, EDO STATE**

### **INVITATION FOR PREQUALIFICATION AND TENDER FOR THE EXECUTION OF CAPITAL PROJECTS FOR THE 2021 APPROPRIATION UNIVERSITY OF BENIN, BENIN CITY, EDO STATE**

#### **(1.0) INTRODUCTION**

The Federal Government of Nigeria has allocated funds to the University of Benin, Benin City in the 2021 Appropriation Act for the Execution of Capital Projects towards achieving its mandate.

The University therefore in compliance with the requirements of the Public Procurement Act 2007, hereby invites interested, competent, and reliable Contractors/Firms with proven experience and a good track record of performance for the execution of these projects.

#### **(2.0) SCOPE OF PROJECTS: WORKS/GOODS**

The Projects for which the bids are invited are as follows:

##### **(A) WORKS**

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LOT NO

PROJECT DESCRIPTION

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Lot 1	Construction of Optometry Building
Lot 2	Construction of Medical Lecture Hall for Medical Students
Lot 3	Construction of Perimeter wall fence for Site B (Phase 1)

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**(B) GOODS**

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LOT NO	PROJECT DESCRIPTION
Lot 4	Procurement of Teaching and Research Equipment.

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**(3.0) ELIGIBILITY REQUIREMENTS**

Interested and reputable Companies are required to possess the under-listed requirements to be eligible for these projects:

(a) Evidence of Certificate of Incorporation with Corporate Affairs Commission (CAC) including form CAC 1.1 or CAC2 & CAC7.

(b) Evidence of Company's Income Tax Clearance Certificate for the past three (3) years valid to 31st December 2021, with a minimum average annual turnover of N30million for Works and N10 Million for Goods.

(c) Evidence of Pension Clearance Certificate valid till 31st December 2021;

- (d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2021;
- (e) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2021;
- (f) Interim Registration Report (IRR) valid till 31st December 2021 or valid Certificate issued by Bureau of Public Procurement (BPP).
- (g) Swam Affidavit disclosing whether or not any officer of the relevant committees of UNIVERSITY OF BENIN, EDO STATE 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 (2018, 2019 & 2020)
- (i) Evidence of Original Equipment Manufactures'(OEM) or Accredited dealers, (for the Goods)
- (j) Company's Profile with the Curriculum Vitae of key staff to be deployed for the project with copies of academic and professional qualification such as COREN, QSRBN, ARCON, CORBON, NISLT, etc.;
- (k) Verifiable documents of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards and Job Completion Certification and Photographs of the Projects.
- (l) Works: List of Plants/Equipment with proof of Ownership/Lease;
- (m) For Joint Ventures/Partnership, Memorandum of Understanding (MOU) should be provided (CAC, Tax Clearance Certificate, pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & sworn affidavit are compulsory for each JV partner);
- (n) All documents for submission must be transmitted with a covering/forwarding letter under the company/firm's Letterhead paper bearing amongst others, the Registration Number(RC) as issued by the Corporate Affairs Commission (CAC), Contact

Address, Telephone (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.

#### **(4.0) COLLECTION OF TENDER DOCUMENTS**

Interested Companies are to collect the Tender Documents from the office of the DIRECTOR OF PROCUREMENT, (PROCUREMENT OFFICE, ROOM 2 (UPSTAIRS) UNIBEN WATER SCHEME, UNIVERSITY OF BENIN, UGBOWO CAMPUS, BENIN CITY, EDO STATE on evidence of a non-refundable tender fee of Ten Thousand Naira (N10,000.00) only through the REMITA platform, a copy of payment receipt must also be attached to financial documents.

#### **(5.0) SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit bid for each of the lot desired, two (2) copies each of the Technical and Financial bids, packaged separately in sealed envelopes and clearly marked as 'TECHNICAL BID' and 'FINANCIAL BID'. Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to The Director of Procurement; University of Benin, and clearly marked with (the name of the project and the lot number).

Furthermore, the reverse side of the envelope should be clearly marked with the name and address of the Bidder and dropped in the designated tender box at the office of the DIRECTOR OF PROCUREMENT, ROOM 2 (UPSTAIRS) UNIBEN WATER SCHEME, UNIVERSITY OF BENIN, UGBOWO CAMPUS, BENIN CITY, EDO STATE **not later than 12:00 noon on Monday, 19 July 2021**. The working hour is 8:00 am to 4:00 pm on weekdays, excluding weekends. Please ensure that you sign the Bid submission register as the University will not be held liable for misplaced or wrongly submitted Bids

#### **OPENING OF TECHNICAL BIDS**

Only the Technical Bids will be opened at 12:00 noon on Monday, 19 July 2021 in the Senate Chambers, Senate Building, University of Benin, Edo State.

#### **(7.0) ADDITIONAL INFORMATION**

(a) Bid must be In English Language and signed by an authorized official of the Company.

(b) Bids submitted after the deadline for submission would be returned unopened.

(c) All cost shall be borne by the bidders.

(d) Bidders should not bid for more than two (2) lots.

(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 (link will be sent to bidders) with the 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 financial bids opening, while the financial bids of un-successful bidders will be returned unopened.

(h) The University is not bound to pre-qualify any bidder and reverse the right to annul the process at any time without incurring any liabilities in accordance with section 28 of the Public Procurement Act 2007.

**SIGNED:**

**DIRECTOR OF PROCUREMENT**

**FOR: VICE-CHANCELLOR**