

THE FEDERAL POLYTECHNIC OFFA

P.M. B. 420, OFFA, KWARA STATE

www.fedpoffa.edu.ng

INVITATION FOR SUBMISSION OF TECHNICAL BIDS FOR 2018 ROUTINE PROCUREMENT THE FEDERAL POLYTECHNIC OFFA

INTRODUCTION

In compliance with the provisions of the Public Procurement Act (PPA) 2007, the Federal Polytechnic Offa Kwara State hereby invites interested, competent and reputable General Contractors/Suppliers to apply for this Pre-qualification and Tender exercise with relevant experience to submit their Technical bids for Routine Procurement for 2018 operations under the National competition bidding.

DESCRIPTION OF SCOPE

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- 1 ***Supply of Petroleum Products e.g. Diesel and Fuel***
- 2 ***Printing of Stationery***
- 3 ***Examination and Practical Teaching Consumables***
- 4 ***Drugs and Medical suppliers***
- 5 ***Electrical/ Electronic materials and spare parts***
- 6 ***Building Maintenance Materials***
- 7 ***Motor Vehicles Repairs and Maintenance Workshop***

(B) Pre-Qualification/Eligibility Requirements

Prospective bidders must possess the under listed requirement to be eligible to participate in this procurement.

(A) Certified True Copy of Certificate of Incorporation with Corporate Affairs Commission and copies of Forms CAC 02 & 07.

(B) Company's current Tax clearance Certificate for the last three (3) years (2015, 2016 and 2017) and TIN number and corresponding with declared Annual Turnover by Inclusion of photocopies.

(C) Company's Current Certificate of Compliance from the National Pension Commission (PENCOM) in accordance with the amended PENCOM REFORM 2014 and valid till year ending December, 2018.

(D) Company's Current Certificate of Compliance with the ITF ACT 2011 and valid till year ending 2018

(E) Registration Certificate on the National Database of Contractors and Suppliers issued Bureau of Public Procurement (BPP) 2018.

(F) Three (3) years (unabridged) Company's audited Annual Report (2015, 2016 and 2017) certified by a chartered Accounting Firm or Auditing Firm.

(G) Evidence of Current Financial Capability/Reference Letter from a reputable bank addressed to the Rector the Federal Polytechnic Offa, PM.B 420, Offa, Kwara State.

(H) Key details of the personnel indicating experience and competencies that are relevant to the assignment by the inclusion of CV containing verifiable Academic and Professional qualification, reachable addresses, phone number, signed photocopies of credentials.

(I) List of verifiable evidence of previously executed, similar and successfully executed contract in the last three (3) years stating name of client, contract value, letter of award, practical completion and final payment certificates.

(J) List of verifiable evidence of company's technology resources including communication and haulage facilities,

(K) Telephone numbers of Company/Contractor's representatives.

(L) Pages of all bid documents shall be duly signed by authorised officer of the bidder

CURRENT SWORN AFFIDAVIT DISCLOSING THAT:

(i) All the required documents are genuine and up to date.

(ii) None of the Directors of the Company has ever been convicted by any competent court of law in Nigeria or any other country for criminal offences relating to fraud or financial impropriety.

(iii) None of the Directors or any officer of Federal Polytechnic Offa or Bureau of Public Procurement is a former or present shareholder or has any pecuniary interest in the bidding.

(iv) Letter of consent to allow for verification of all documents stated above.

(C) GENERAL INFORMATION

(a) The “Notice of Interest” is not an invitation to bid. Full bidding procedure as contained in the bid documents shall be provided only to successful pre-qualified applicants deemed suitable by the Polytechnic at a prescribed fee.

(b) The closing date for submissions of the pre-qualified documents shall be on **Monday, February 26th 2018 at 12 noon**, while opening of the pre-qualification documents will be on **Monday, February 26th 2018 at 12 noon**.

(c) Only successful Companies/ Suppliers and or Artisans/Vendors from the pre-qualification exercise will be invited for bidding.

(d) The advertisement is published for information purpose, and should not be constructed as a commitment or obligation on the part of the Federal Polytechnic, Offa, Kwara State to award these contract.

(D) Submissions

All Submissions should be delivered in one (1) neatly bond copy sealed envelope, clearly marked as per area of interest addressed and delivered to the:

THE CHIEF PROCUREMENT OFFICER

OFFICE OF THE RECTOR

THE FEDERAL POLYTECHNIC, OFFA

P.M.B420,

OFFA, KWARA STATE.

(E) DISCLAIMER/IMPORTANT NOTICE

This advertisement is published for information and invitation only.

The entity will not be responsible for any cost or expenses incurred by any interested party/parties in connection with any response to this invitation and or other preparation or submission of the bids.

SIGNED

ALH. FOLOUNSHO WASIU

CHIEF PROCUREMENT OFFICER

SECRETARY TENDERS BOARD