

**FEDERAL REPUBLIC OF NIGERIA
FEDERAL MINISTRY OF EDUCATION
FEDERAL SECRETARIAT COMPLEX, PHASE III,
AHMADU BELLO WAY, ABUJA**

**INVITATION FOR TECHNICAL AND FINANCIAL BIDS FOR THE EXECUTION OF 2017
APPROPRIATION**

The Federal Government of Nigeria has allocated funds to the Federal Ministry of Education (FME) in the 2017 Appropriation for the execution of Policies, Programmes and Projects towards achieving the mandate of the Ministry. Accordingly, the Ministry wishes to invite reputable contractors with relevant proven competence and experience to submit tenders for the execution of the following projects:

2.1 CATEGORY A (WORKS)

LOT NO	PROJECT TITLE/DESCRIPTION	LOCATION
W1	Rehabilitation of NBAIS Office Building (Registrar's Office/Administrative Units)	NBAIS, Kaduna
W2	Rehabilitation of damages caused by fire outbreak on electrical works.	FME HQ
W3	Rehabilitation and Repairs of Office Buildings at the Headquarters, Annex Office and FEQAS Offices Nationwide	FME HQ Abuja and Nationwide
W4	Provision of ICT Laboratories and Solar Panel	NBAIS HQTS, Kaduna

CATEGORY B (GOODS)

LOT NO	PROJECT TITLE/DESCRIPTION	LOCATION
G1	Supply and Distribution of Computers and accessories	FME HQ
G2	Supply of and Distribution of Mobile Devices (Tablets) for Girl-Child in Federal Unity Colleges	Nationwide
G3	Supply of Furniture and Office Equipment	NBAIS HQTS, Kaduna
G4	Supply of Desktop Computers to Secondary Schools	Nembe/Brass LGAS, Bayelsa State

CATEGORY C (CONSULTANCY SERVICES)

LOT NO	PROJECT TITLE/DESCRIPTION	LOCATION
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C1	Appointment of Consultants for the Upgrading of Tertiary Education Department Reference Library to E-Learning Status	FME HQ
C2	Appointment of Consultants for Stock Verification Collation and Valuation of Unserviceable Furniture/Office Equipment in 104 Unity Colleges and FEQAS/FSB in the 6 Geo-Political Zones of the Federation and Physical Stock Verification/Inventory of Capital items of office furniture/Equipment Plant/Vehicles in the 104 Federal Unity Colleges and FEQAS/FSB in the	Nationwide
C3	Capacity Building Workshops for Mothers' Association and Community Based Organizations (CBOS) on Income Generating Activities for Mothers to Support their Children Education	Delta, Kwara, Ekiti and Bauchi States.
C4	Consultancy Service for Human Capital Development Programme for 250 Teachers in the North-East FGCS on Emergency Preparedness Response in the Education Sector	North-East Geo-Political Zone

(3.) ELIGIBILITY REQUIREMENTS:

Prospective bidders must possess the under-listed documents to be eligible in this procurement:

- (i) Certificate of Incorporation with Corporate Affairs Commission (CAC);
- (ii) Company's current Tax Clearance Certificate for the last three years (2014, 2015 & 2016);
- (iii) Current Pension Certificate in compliance with the amended PENCOM Reform Act 2014;
- (iv) Current Nigeria Social Insurance Trust Fund (NSITF) clearance certificate;
- (v) Evidence of compliance with Financial Reporting Council of Nigeria (FRCN) Act No. 6 (2011);

(vi) Registration on the National Database of Contractors, Consultants and Suppliers by inclusion of Interim Registration Report (IRR) issued by the Bureau of Public Procurement (BPP);

(vii) Current ITF Certificate in compliance with Industrial Training Fund (ITF) Act, 2005;

(viii) Verifiable Evidence of financial capability with an average annual turnover of not less than N20Million in the last three years (2014, 2015 & 2016);

(ix) Company profile and evidence of Technical Qualification of Key Personnel including registration with relevant professional bodies;

(x) List and verifiable documentary evidence of at least three (3) similar job(s) successfully executed in the last five (5) years including letters of awards and job completion certificates;

(xi) List and verifiable evidence of construction equipment with proof of ownership or lease agreement (where applicable);

(xii) All documents for submission must be transmitted with a Covering/Forwarding Letter under the Company's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Telephone Numbers, valid e-mail address and official Company's address.

(xiii) The Letter Head Paper must bear the Name, Nationalities and the telephone numbers of the Directors of the Company at the bottom of the page;

(xvi) Bidders interested in Capacity Building/Training Programmes should have accreditation from any two (2) of the following;

(a) Office of the Head of Civil Service of the Federation

(b) Nigeria Institute of Management

(c) Centre for Management Development

(d) Institute of Professional Financial Managers,

(xv) Current sworn affidavit disclosing:

(a) That the company is not in receivership, insolvent or bankrupt,

(b) That the company does not have any Director who has ever been convicted in any court in Nigeria or any other country for criminal offence in relation to fraud or financial impropriety,

(c) Whether or not any officer of the Federal Ministry of Education is a former or present Director, Shareholder or has a pecuniary interest in the bidder, and

That all documents submitted are true and correct in all particulars

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(4) SUBMISSION OF BID DOCUMENTS:

(i) Interested and competent bidders are requested to collect bid documents from the address below, upon presentation of evidence of payment of non-refundable tender fee of N20,000.00. Completed Technical and Financial bids in separate envelopes (two sets of hard copies) shall be submitted. The two envelopes should be enclosed in a large envelope labelled "Technical & Financial Bids" with the Project name at the top right hand corner with company name behind and addressed to:

The Secretary,

Ministerial Tenders Board,

Federal Ministry of Education Federal Secretariat Complex, Phase III,

Abuja.

(ii) The documents should be deposited in the Tender Boxes at the Podium Wing of the Procurement Department, 3rd Floor, Federal Ministry of Education, Federal Secretariat Complex, Phase 111, Abuja.

(5) CLOSING DATE AND OPENING:

Submission of documents **closes 12 noon on Monday 21st August, 2017**. Any bid received after the stated date and time shall not be considered. The submitted bids will be opened on the same day Monday 21st August, 2017 at the Podium Conference Hall, 2nd Floor, Federal Ministry of Education. Bidders/Company representatives and interested members of the public including relevant professional bodies, Civil Society and Non-Governmental Organizations are hereby invited to witness the opening of the technical bids.

(6) PLEASE NOTE THAT:

(i) Certificate may be referred to the respective issuing authority for verification and authentication;

(ii) Contractors are not permitted to bid for more than one lot. Any bidder that violates this rule shall be disqualified and only successful bidders will be invited for the next stage of the bidding process;

(iii) Technical and Financial bids enclosed in one and same single envelope that will expose the Technical and Financial bids at the same time of opening shall be disqualified;

(iv) Submission that does not meet up with the requirements specified above shall be rejected;

(v) The evaluation shall be strictly based on the requirement specified above;

(vi) This advertisement is published for information purpose, and will not be construed as a commitment or obligation on the part of Federal Ministry of Education to award these contracts;

(vii) Federal Ministry of Education is not bound to consider any bid and reserve the right to reject all bids at any time or cancel the procurement proceeding in public interest;

(viii) Due diligence exercise may be conducted to verify the claims made by bidders;

(ix) All submissions must be made only in English Language.

Signed

Permanent Secretary

Federal Ministry of Education