

## **FEDERAL MEDICAL CENTRE**

**PMB 502, YENAGOA, BAYELSA STATE**

### **INVITATION FOR TENDER AND EXPRESSION OF INTEREST FOR 2017 CAPITAL PROJECTS**

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

In compliance with the requirements of the Public Procurement Act, 2007, the Federal Medical Centre, Yenagoa, Bayelsa State hereby invites interested, competent and reputable contractors/ consultants with relevant experience, requisite expertise and good track record to submit Technical/Financial Bids for Lot 1 and Expression of Interest for Lot 2 & 3 on 2017 Capital Projects

#### **(2.0) PROJECTS DESCRIPTION**

Lot 1: Procurement of Dialysis Machine

Lot 2: All Risk Insurance Policy for Critical Hospital Equipment

Lot 3: Tender for Expression of Interest for Constituency Services for free Medical Outreach Sensitization Programme on Breast Cancer Scourge for 2017 in the South- South Zone

#### **(3.0) SCOPE OF WORK**

The scope of work is as detailed in the Standard Bidding Document to be issued to Bidders.

#### **(4.0) ELIGIBILITY CRITERIA**

**Interested contractors/consultants are required to submit the following documents:**

- (i) Evidence of registration with Corporate Affairs Commission (CAC) by submission of Certificate of Incorporation and Article of Association
- (ii) Comprehensive company profile showing organizational structure, list of staff including Curriculum Vitae of key personnel (enclose photocopies of professional qualifications)
- (iii) Evidence of Corporate Registration with relevant Professional Bodies as at 2017

- (iv) Evidence of Tax Clearance Certificate for the last three (3) years
- (v) Company's Audited Accounts for the last three (3) years
- (vi) Evidence of Compliance with Industrial Training fund (Amendment) Act, 2011 by submission of ITF Compliance Certificate for 2017
- (vii) Evidence of compliance with the Pension Reform Act, 2014 by submission of current Pension Compliance Certificate for 2017
- (viii) Evidence of Compliance with Nigerian Social Insurance Trust Fund (NSITF) Act. 1993 by submission of NSITF compliance Certificate 2017
- (ix) Evidence of registration with BPP data base (by proof of Interim Registration Certificate)
- (x) Evidence of Financial Capability and Bank Statement of Accounts for the last 12 months
- (xi) Company must have current Registration with National Insurance Commission (NAICOM) for Lot 2
- (xii) Evidence performance of similar job completed for the last five (5) years or on-going, stating Clients, Location, Letters of Award, Certificate of Completion and Contract Agreement/Payment
- (xiii) A sworn affidavit confirming that:
  - (a) All information presented and attached are true and correct of the company
  - (b) None of the directors have been convicted in any country for any criminal offence including fraud or financial impropriety
  - (c) None of the Officers of FMC, Yenagoa or BPP is a former or present Director/Staff of the Company or has interest in the bidding.
- (xiv) Any other information that will enhance the application

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

Tender Documents are obtainable from the Procurement Unit, Prof. E N. Etebu Administration Block, Federal Medical Centre, Yenagoa within the working hours of 8am-4pm (Mondays-

Fridays) upon presentation of evidence of payment of non-refundable Tender Fee of N20,000.00 for LOT 1

The payment should be made into the following Accounts details:

**Account Name: Federal Medical Centre, Yenagoa**

**Account Number: 0300503161013**

**Account Type: CBN Revenue e-collection**

#### **(6.0) SUBMISSION/CLOSING DATE OF TENDER DOCUMENTS**

(i) Prospective bidders for Consultancy Services shall enclose three (3) Technical Documents, (one (1) original and two (2) copies) in one big envelope marked 'Expression of Interest' with the Project Title and Lot Number boldly written at the Top Right hand corner of the Envelope.

(ii) Prospective bidders for the Goods (Lot I) shall submit their documents (Both Technical and Financial Bid) in two (2) separate envelopes enclosed in one big sealed envelope and also marked at the top right hand corner of the envelope addressed to:

**THE MEDICAL DIRECTOR**

**FEDERAL MEDICAL CENTRE**

**YENAGOA, BAYELSA STATE**

(iii) The documents should be deposited in the Tender Box at the Procurement Unit, Prof. E. N. Etebu Administration Block, Federal Medical Centre, Yenagoa within the working hours of 8am – 4pm (Mondays-Fridays)

(iv) The deadline for submission is **Tuesday 17<sup>th</sup> October, 2017 by 12 noon**

#### **(7.0) OPENING DATE OF TENDER DOCUMENTS**

Bid opening shall commence immediately after the closing deadline for submission of Bids in the Boardroom of Federal Medical Centre, Yenagoa, **on Tuesday 17<sup>th</sup> October, 2017 by 12noon.**

All applicants or their representatives, relevant professional bodies and NGOs are invited to witness the opening exercise.

**(8.0) PLEASE NOTE THAT:**

(i) Submission of Tender does not mean that Federal Medical Centre, Yenagoa is under any obligation whatsoever to award your company any contract.

(ii) All required documents may be referred to the Security Agencies, Corporate Affairs Commission, Federal Inland Revenue Service (FIRS), PENCOT, ITF and other relevant bodies for verification.

(iii) Federal Medical Centre, Yenagoa reserves the right to annul the selection process at any time without incurring any liability and assigning any reason thereof

(iv) All Bids submission must be in English Language

(v) Only short-listed consultancy firms shall be invited for the financial bids

(vi) Applications received after the deadline for submission shall be disregarded.

**Signed:**

**Dr. D. O. Allagoa**

**Medical Director**