

## Overview

**FEDERAL MINISTRY OF EDUCATION**

**FEDERAL GOVERNMENT GIRLS COLLEGE, KEANA, NASARAWA STATE**

**INVITATION FOR TENDER FOR EXECUTION OF 2021 APPROPRIATION FEDERAL GOVERNMENT GIRLS COLLEGE, KEANA, NASARAWA STATE**

### **(1) INTRODUCTION**

The Federal Government of Nigeria has appropriated funds to the Federal Government Girls college Keana Nasarawa State, in the 2021 Fiscal year for the procurement of Goods and Works for the execution of policies, programmes and projects towards achieving the mandate of the College. In compliance with the provisions of the Public Procurement Act, 2007 and other extant guidelines for the award of contracts in the Federal Public Service, the College wishes to invite experienced and competent Contractors to submit bids documents for the following Projects:

### **SCOPE OF WORKS**

<b>LOT No</b>	<b>PROJECTS TITLE</b>
W1	Construction of 1 NOS standard G&C complex and installation of 1 NOS 33KVA Transformer/Replacement of 35 wooden poles with New concrete poles.

---

W2	Construction of 1 NOS Storey building Administrative Block and Roof leakages in Selected Hostels, Classrooms and Staff Quarters
W3	Construction of Standard School Sporting Complex
W4	Construction of General Staff Room and common Room

---

### **(3) ELIGIBILITY REQUIREMENTS**

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

- (a) Evidence of Business Name or Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;
- (b) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31 December, 2021; with minimum average turnover of N20 million.
- (c) Evidence of current Pension Clearance Certificate valid till 31 December, 2021;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2021;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31 December, 2021;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants, and Services Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by Bureau of Public Procurement (BPP);

(g) Sworn affidavit:

- disclosing whether or not any officer of the relevant committees of the Federal Government Girls College Keana 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;
- no Partner/Director has been convicted in any Country for criminal offences related to fraudulent or corrupt practices or criminal misrepresentation or falsification of facts relating to any matter; and
- the Company is not under receivership, the subject of any form of winding up petition or proceedings, insolvency or Bankruptcy;

(h) Company's Audited Accounts for the last three years (2018, 2019 & 2020);

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

(j) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications in case of construction: COREN, QSRBN, ARCON, CORBON ETC.);

(k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;

(l) List of Equipment with proof of Ownership/Lease Agreement (for works);

(m) For Joint Venture/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); and

(n) 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) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (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) COLLECTION OF TENDER DOCUMENTS**

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Vice Principal Special Duties on evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, paid into the Federal Government Girls College Keana Nasarawa State's Remita account in any reputable commercial bank in Nigeria.

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

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to:

The Principal,

Federal Government Girls College,

Keana, Nasarawa State.

and clearly marked with (the name of the project and the Lot number).

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the Principals Office not later than **12:00 noon on Monday, May 10, 2021.**

Please, ensure that you sign the Bid Submission Register in the College as the Federal Government Girls College Keana will not be held liable for any misplaced or wrongly submitted bids.

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon on Monday May 10, 2021** at the College Hall, while the Financial bids will be kept un-opened. For further enquiries, please contact the Principal on 08036599413.

**(7) GENERAL INFORMATION**

- (a) Bids must be in English Language and duly signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline would be returned un-opened;
- (c) Bidders should not bid for more than one (1) Lots;
- (d) All costs will be borne by the bidders;
- (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 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) Federal Government Girls college Keana is not bound to shortlist/pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liability in accordance with Section 28 of the Public Procurement Act 2007.

**Signed**

**THE PRINCIPAL**

**FEDERAL GOVERNMENT GIRLS COLLEGE**

**KEANA, NASARAWA STATE**