

FEDERAL REPUBLIC OF NIGERIA

FEDERAL MINISTRY OF HEALTH

INVITATION FOR TENDER NATIONAL INSTITUTE FOR PHARMACEUTICAL RESEARCH AND DEVELOPMENT (NIPRD), IDU ABUJA

(1) INTRODUCTION:

The Federal Government of Nigeria has allocated funds to the National Institute for Pharmaceutical Research and Development (NIPRD) in the 2018 appropriation for the execution of Project towards achieving the mandate of the institute. Accordingly, the Institute wishes to invite reputable contractors with relevant competence and experience to submit tenders documents for the execution of the following projects:

LOT NO.	PROJECT DESCRIPTION	LOCATION
1	Supply of Van	NIPRD, Idu Abuja
2	Supply and Installation of Scientific Equipment.	NIPRD, Idu Abuja
3	Renovation of Pilot Plant /NIH building	NIPRD, Idu Abuja
4	Supply/Installation of Office Furniture's	NIPRD, Idu Abuja
5	Supply/Installation of Computers and Accessories	NIPRD, Idu Abuja
6	Renovation of Pharmacology Laboratory and Animal Facility Centre	NIPRD, Idu Abuja
7	Supply of Chemicals, Reagents, Glassware's and Solvents.	NIPRD, Idu Abuja
8	Computerization of Finance and Account Department.	NIPRD, Idu Abuja

(3) ELIGIBILITY REQUIREMENTS

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

- (i) Certificate of incorporation with the Corporate Affairs Commission (CAC) including forms CAC 2 and CAC 7;
- (ii) Company's current tax clearance for the last three (3) years (2015, 2016 and 2017) expiring on 31 December, 2018

- (iii) Evidence of current Pension Compliance Certificate valid till 31 December, 2018
- (iv) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December, 2018.
- (v) Evidence of registration on National database of contractors, consultants and service providers by submission of interim registration report (IRR) expiring on 1/1/2019 or valid certificate issued by the Bureau of Public Procurement (BPP).
- (vi) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2018;
- (vii) Evidence of financial capability to execute the project by submission of Reference letter from a reputable bank indicating willingness to provide credit facility for the execution of the project when needed.
- (viii) List and provide verifiable evidence of at least three similar jobs successfully executed in the last five years including letters of award and job completion certificates.
- (ix) Company profile the CV of key staff to be deployed for the project including copies of their Academic/professional qualifications (for Works).
- (x) Company Audited accounts for the last three (3) years (2015, 2016 and 2017).
- (xi) List of Plants/Equipment with proof of Ownership/Lease (where applicable);
- (xii) Only companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for Lot 1;
- (xiii) Evidence of registration with the Financial Reporting Council of Nigeria (for Lot 8);
- (xiv) Evidence of Firm's current Practice License issued by ICAN or ANAN (for Lot 8);
- (xv) All documents for submission must be transmitted with a covering/forwarding letter under the company's or firm's letter head paper bearing among others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address Telephone Numbers (preferably GSM No.) and valid e-mail address. The Letterhead paper must bear the names of Nationalities of Directors of company at the bottom of the page, duly signed by the authorized officer of the firm.
- (xvi) Current sworn affidavit certifying that;

- (a) The company is not in receivership, insolvent or bankrupt.
- (b) None of the Directors has been convicted in any court of law or any criminal offence.
- (c) No officer of the relevant committees of the National Institute for Pharmaceutical Research and Development, Idu, Abuja or the Bureau of Public Procurement is a former or present Director, shareholder or has any peculiar interest in the bidder, and
- (d) That all information presented in the documents are true and correct in all particular.

(4) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Head of Procurement Unit, on ground floor, left wing, new laboratory complex, National Institute For Pharmaceutical Research and Development, Idu, Abuja on evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, paid into National Institute for Pharmaceutical Research and Development's Remita Account (TSA) in any reputable commercial bank in Nigeria.

(5) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the desired Lot, two (2) hard copies for each of the Technical and Financial Bid with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and put together in a bigger sealed third envelope and addressed to Director General/Chief Executive Officer, National Institute for Pharmaceutical Research and Development, Idu, Abuja and clearly marked with (the name of project and the Lot number). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box at the Procurement unit **not later than Monday, 26 November, 2018 at 12:00noon.**

(6) OPENING OF BID

The technical bids will be opened immediately after the deadline for submission **on Monday, 26 November, 2018 at 12:00noon** in the Institute's conference hall, National Institute for Pharmaceutical Research and Development, Idu, Abuja in the presence of bidders or their representatives. While Financial bids will be kept unopened. Please ensure that you sign the Bid submission Register in the office of the Procurement Unit, as the Institute will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact ekong.offong@gmail.com

(7) PLEASE NOTE THAT:

- (a) All submissions must be made only in English Language

- (b) Certificate may be referred to the respective issuing authority for verification and authenticity.
- (c) Contractors are not allowed to bid for more than one (1) Lot.
- (d) All pre-qualified bidder will be contacted at a later date for financial bid and opening while financial bids of unsuccessful bidders will be returned un-opened
- (e) Technical and Financial bids enclosed in one and same single envelope that will exposed the technical and financial bids at the same time of opening shall be disqualified.
- (f) Submission that does not meet up with the requirement specified above shall be rejected
- (g) The evaluation shall be strictly based on the requirement specified above
- (h) This advertisement is published for information purpose and will not be construed as a commitment or obligation on the part of National Institute for Pharmaceutical Research and Development, Idu, Abuja to award these contracts.
- (i) National Institute for Pharmaceutical Research and Development, Idu, Abuja is, not bound to consider any bid and reserves the right to reject all bids at variance with the above Or cancel the procurement proceeding in the public interest.
- (j) Due diligence exercise may be conducted to verify the claims made by bidders.

SIGNED

MBAHI HYERA BUBA

DEPUTY DIRECTOR (PROCUREMENT)

FOR: MANAGEMENT