

**BENUE STATE UNIVERSITY**

**PMB 102119, MAKURDI**

**(OFFICE OF THE REGISTRAR)**

**TENDER NO: 17-T01**

**INVITATION FOR THE PRE-QUALIFICATION/TENDER OF CONTRACTORS FOR LIBRARY INTERVENTION YEAR 2013/2014/2015 (MERGED)**

## **INTRODUCTION**

The Benue State University, Makurdi has received an Allocation from the Tertiary Education Trust Fund and desires to apply the funds in the following projects:

- Lot 1: Procurement of Assorted Book Titles for the Faculty of Arts
- Lot 2: Procurement of Assorted Book Titles for the Faculty of Education
- Lot 3: Procurement of Assorted Book Titles for the Faculties of Law and Medicine.
- Lot 4: Procurement of Assorted Book Titles for the Faculty of Management Science.
- Lot 5: Procurement of Assorted Book Titles for the faculty of Science.
- Lot 6: Procurement of Assorted Book Titles for the Faculty of Social Science.
- Lot 7: Procurement of Assorted Journals Titles
- Lot 8: Procurement of Assorted Reference Materials.
- Lot 9: Procurement and installation of Computers and Furnishing of the Information Literacy Unit.
- Lot 10: Procurement and installation of Network Infrastructure in Library Complex.

## **(2.0) PRE-QUALIFICATION REQUIREMENTS**

Interested and competent contractors with experience in executing works of similar nature are requested to submit pre-qualification documents, neatly bound, paginated and arranged in the following order for consideration:

- (i) Evidence of registration and incorporation of company with Corporate Affairs Commission (CAC)
- (ii) Company Income Tax Certificate for the last three years (CTC)
- (iii) Company Audited Accounts for the last three years (CAA) List of key staff with evidence of proficiency and experience. Evidence of financial capacity and bank support.
- (iv) Verifiable list of similar supplies as successfully completed in the last (five) years with names of client, evidence of award and completion certificates.
- (v) VAT Registration and evidence of VAT remittances.
- (vi) Evidence of current PENCOM Compliance Certificate.
- (vii) Evidence of current Bureau of Public Procurement certification (BPP).
- (viii) Relevant Networking Professional Certification for Lot 10.
- (ix) Evidence of compliance with the provision of section 16 (c) of Industrial Training Fund (ITF) Act on 1% Contribution of any employer having 5 or more employees in his establishment. (Registration and Remittances).
- (x) A sworn affidavit indicating the authenticity and verifiability of all submissions.
- (xi) A sworn affidavit indicating that none of the directors of the company had been Convicted for any criminal offence either at home or abroad.

### **(3.0) FINANCIAL BID REQUIREMENT**

Interested bidders are to collect tender documents from the Procurement Unit of the Benue State University at a non-refundable tender fee of Fifty Thousand Naira (N50,000.00) only payable to Benue State University in bank draft. A copy of payment receipt must be attached to the financial tender document.

Tenderers are to note that they cannot be awarded more than three (3) Lots

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

(a) Two copies of all Pre-qualification Tender documents to be submitted must be in a sealed envelope and marked at the top-right hand corner of the envelope Pre-qualification for (Project Name/Lot No.);

(b) One copy of Financial Tender document (priced bill of quantities) to be submitted must be in a sealed envelope and marked at the top-right corner of the envelope Financial Tender for (Project Name/Lot No.)

All envelopes for both the Pre-qualification Tender documents and Financial Tender documents should be placed in a bigger envelope; Lot No. and name written on the outside and addressed to:

**The Registrar,**

**Benue State University**

**Makurdi**

The tender document must be dropped into the tender box in the Registrar's office, Benue State University, Makurdi **on or before 12: Noon, Tuesday, 12<sup>th</sup> September, 2017.**

Enquiries may be made on working days between the hours 9am to 4pm through the mobile number 07038928606 or email [taki@bsum.edu.ng](mailto:taki@bsum.edu.ng).

#### **(5.0) NOTE**

The technical and financial bids will be opened on the same day **Tuesday, 12<sup>th</sup> September, 2017 at 12:00 noon** in the Senate Chamber of Benue State University in the presence of bidders/representatives.

Late submission will be rejected.

That this advertisement is not a commitment on the part of the Benue State University nor shall it entitle any person to make any claim whatsoever and or seek any indemnity from the University by virtue of such person having responded to the advertisement.

That after the pre-qualification exercise, only tenders from pre-qualified Contractors for contracts and jobs will be used and the University shall not enter into any correspondence with unsuccessful applicants.

**MRS. CATHERINE TERLUMUN BUR**

**Acting Registrar and Secretary to Council**