

Overview

UNIVERSITY OF NIGERIA, NSUKKA ENUGU STATE

INVITATION TO PRE-QUALIFICATION (TECHNICAL BIDDING) PROPOSAL FOR TETFUND YEAR 2016, 2017,2018 AND 2019 (MERGED) ALLOCATION FOR INTERVENTION IN ENTREPRENEURSHIP CENTRES AT UNIVERSITY OF NIGERIA, NSUKKA

INTRODUCTION

University of Nigeria, Nsukka, Enugu State hereby invites interested, competent and reliable contractors to participate for prequalification in respect of the under listed projects. The funds for the projects shall be drawn from TETFund Year 2016, 2017, 2018 and 2019 (merged) allocations for Entrepreneurship Centres.

(2) SCOPE OF WORKS/SUPPLY

LOT NO	DESCRIPTION	TETFUND CODE
Z1	Supply, Installation, Testing and Commissioning of 1Nr 135KVA Soundproof Generator,	TETF/UNI/NSUKKA/ ENTREP/16-19/01
Z2	Supply, Installation, Testing and Commissioning of ICT Equipment including: 3oNr Laptop, 4GB RAM, 500GB HDD, Intel CoreI3, 1.8 2.0 GHz, 15.6", Webcam, Bluetooth, WLAN Windows 10 Pro, DVDRW, Black Color, 1 year Warranty,	TETF/UNI/NSUKKA/ ENTREP/16-19/02

10Nr HP LaserJet Pro M102 Printer,

5Nr HP Scanjet Professional 1000 Mobile Printer, and

2Nr Photocopier AR6020, VAT inclusive.

Supply, Installation, Testing and Commissioning of Food Processing Equipment and

Accessories comprising:

2Nr Gas Cooker (4 Gas Burners – lamp, Gas oven with Grey Finish, Classic Home look,
SS Textures Finish. Double Glass Insulated Door, Oven Lamp),

2Nr Gas Cylinder 25KG,

Z3

TETF/UNI/NSUKKA/ ENTREP/16-19/03

2Nr Juice Extractor JE730,

3Nr Microwave,

3Nr 1Litre Blender,

1Nr Popcorn Machine,

2Nr Longer Machinery Plain stain Slicer,

2Nr ChinChin Cutter etc, VAT inclusive

(3) ELIGIBILITY REQUIREMENTS

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2021;
- (c) Evidence of current Pension Clearance Certificate valid till 31st December, 2021;
- (d) Evidence of current Industrial Training Fund (ITF) Clearance Certificate valid till 31st December, 2021;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2021;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by BPP.
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the University of Nigeria, Nsukka 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;
- (h) Company's Audited Accounts for the last three (3) years -2018, 2019 & 2020;

- (i) Evidence of financial capability to execute the 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;
- (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) Letter of Authorization as representative of the Original Equipment Manufacturers (OEMs);
- (m) Lot 2: Evidence of current registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA);
- (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 authorised officer of the firm.

(4) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from Room 226, Registrar's office, University of Nigeria, Nsukka on evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, paid into the University of Nigeria, Nsukka'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 Vice-Chancellor,

University of Nigeria, Nsukka

and clearly marked with the name of the project and Lot No.

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box in Room 226, Registrar’s office, University of Nigeria, Nsukka not later than **12:00 noon on Monday, March 29, 2021.**

(6) OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission **12:00 noon on Monday, March 29, 2021** in the Room 226, Registrar’s office, University of Nigeria, Nsukka, while the Financial bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register in Room 226, Registrar’s office, University of Nigeria, Nsukka, as the University of Nigeria, Nsukka will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact The Registrar, University of Nigeria, Nsukka on e-mail chris.igbokwe@unn.edu.ng

(7) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid for more than two (2) 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 un-opened;

(h) The University of Nigeria, Nsukka is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.

SIGNED:

DR. CHRIS IGBOKWE

REGISTRAR. UNN