

## Overview

**ENUGU STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY (ESUT)**

**P.M.B. 01660, AGBANI, ENUGU STATE, NIGERIA**

**INVITATION TO PRE-QUALIFICATION AND TENDER (TECHNICAL AND FINANCIAL) FOR YEAR 2016-2019 (MERGED) TETFUND INTERVENTION IN LIBRARY DEVELOPMENT ENUGU STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY (ESUT)**

### **BACKGROUND**

(1.1) The Enugu State University of Science and Technology (ESUT), Agbani. Enugu State is a beneficiary of the Year 2016-2019 (Merged) Tertiary; Education Trust Fund Intervention in Library Development.

(1.2) Accordingly, and in line with the provisions of the Public Procurement Act 2007, the University hereby invites interested and reputable Contractors with relevant experience and track record to submit Technical and Financial Bids for the projects listed below:

### **(2.0) SCOPE OF WORKS**

---

LOT

DESCRIPTION

---

---

1	Supply Of Library Books And Reference Sources For The Following Faculties: Education, Engineering, Environmental Sciences, Management Science, Social Sciences And Humanities, Law And Applied Natural Sciences.
2	Supply Of Library Books And Journals For College Of Medicine, Faculties Of Pharmaceutical Sciences, And Agricultural Science
3	Supply Of Library Furniture And Equipment

---

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

Interested companies are to collect the Standard Bidding Document (SBD) for the above project from the office of the University Librarian, Enugu; State University of Science and Technology, Agbani, from 8am to 4pm each day. Monday to Friday upon presentation of evidence of payment (receipt) issued by the Bursary Department of a non-refundable tender fee of Ten Thousand Naira (N10,000.00) only.

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

Prospective bidders are to submit bid for each of the Lots desired; two (2) hard copies each of the technical and financial bids, packaged separately in sealed envelopes and clearly marked as 'Technical Bid' or 'Financial Bid". Thereafter, put the two (2) sealed envelopes together in a bigger sealed envelope addressed to The Registrar, Enugu State University of Science and Technology (ESUT), Agbani, and clearly marked YEAR 2016-2019 (MERGED) TETFUND INTERVENTION IN LIBRARY DEVELOPMENT with the lot number and lot description. Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and dropped in the designated Tender box at the Office of the Registrar, **not later than 12:00 noon on Thursday, 27 May, 2021.**

### **(5.0) OPENING OF BID**

The technical bids will be opened immediately after above set deadline for submission at **12:00 noon on Thursday, 27 May, 2021** in the Council Chamber in the Administrative Building of the Enugu State University of Science and Technology (ESUT), Agbani, while the financial bids will be kept un-opened.

#### **(6.0) GENERAL INFORMATION**

- (a) Bids must be in English Language and signed by an authorized official;
- (b) Bids submitted after the deadline for submission will be returned;
- (c) Bidders should not bid for more than two (2) lots;
- (d) All costs will be borne by the bidders,
- (e) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (f) 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;
- (g) All cost incurred as a result of this tender invitation and subsequent request for information shall be borne by the bidding companies and only shortlisted companies will be contacted;
- (h) 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 organization in the areas of Anti-Corruption/Transparency;
- (i) The University is not bound to prequalify 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.

## **(7.0) ELIGIBILITY REQUIREMENTS**

(Below are the minimum qualifications bidders must meet):

- (a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7;
- (b) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2021 with minimum average annual turnover of N100 million;
- (c) Evidence of current Pension Clearance valid till 31st December, 2021;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance 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 National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring 31st December, 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 Enugu State University of Science and Technology or the Bureau of Public Procurement is a former or present director or shareholder or has pecuniary interest in the bidder and to confirm that all information presented in the bid are true and correct in all particulars;
- (h) Company's audited accounts for the last three (3) years (2018, 2019 and 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 when needed:

- (j) Company's Profile with curriculum Vitae of Key Staff to be deployed to 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) Lot 3: Letter of Authorization as representative of the Original Equipment Manufacturers (OEMs);
- (m) All documents for submission must be transmitted with a covering letter under the Company/Firm's Letterhead paper bearing amongst others, the Registration number (RC) as issued by CAC, Contact Address, Telephone Numbers (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.

**SIGNED:**

**BARRISTER T.M. IKPENWA**

**A.G REGISTRAR**