

NATIONAL MATHEMATICAL CENTRE, ABUJA

KADUNA-LOKOJA EXPRESS ROAD, SHEDA- KWALI, ABUJA

INVITATION TO TENDER AND PRE-QUALIFICATION NATIONAL MATHEMATICAL CENTRE, ABUJA

(1) INTRODUCTION

(1.1) The National Mathematical Centre, Abuja wishes to apply part of its 2018 Capital Allocation to execute the under-listed Capital Projects

(1.2) Experienced and competent Contractors with track records are invited to submit bids in accordance with their area of business interest/specialization.

(2) SCOPE OF WORKS/SUPPLIES

(2.1) Category A: Invitation to Tender for Works/Supply

Lot 1: Proposed Furnishing of Sports and Recreational Centre (Phase 2)

Lot 2: Proposed Renovation of Olympiad Building

Lot 3: Proposed Renovation of Academic Building

Lot 4: Proposed Furnishing and Equipping of a Model Standard Mathematics and Mental Arithmetic Laboratory (SDGs Project)

Lot 5: Proposed Supply, Installation and Test-Run of Campus Wide Internet Connectivity

2.2 Category B Invitation for Pre-Qualification

Lot 6: Construction of 500-Seater Capacity Auditorium with Offices

(3) ELIGIBILITY REQUIREMENT

Interested Firms should submit two (2) bound copies (original and photocopies) of Tender and Pre-qualification documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder.

(i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7

(ii) Evidence of Firm's Tax Clearance Certificate for 2015, 2016 and 2017 valid till 31st December, 2018; with minimum average turnover of:

Lot 2: N49M

Lot 3: N25M

Lot 5: N248M

Lot 6: N1B

(iii) Evidence of Current Pension Compliance Certificate valid till 31st December, 2018.

(iv) Evidence of Current Industrial Training Fund (ITF) Compliance Certificate valid up till 31st December, 2018.

(v) Evidence of Current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid up till 31st December, 2018.

(vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid certificate issued by BPP.

(vii) Evidence of Firm's registration with relevant professional bodies COREN/QSRBN/ARCON/CORBON/SURCON.

(viii) Sworn Affidavit disclosing whether or not any Officer of the relevant Committees of the National Mathematical Centre, Abuja, 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.

(ix) Company's Audited Accounts for the three (3) years: 2015, 2016 and 2017.

(x) Evidence of Financial capability to execute the project by submission of Reference Letter from a reputable Commercial Bank indicating willingness to provide credit facility for the execution of the project when needed.

(xi) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications: COREN, QSRBN, ARCON, CORBON, SURCON.

(xii) Evidence of Company Registration with Nigeria Information Technology Development Agency (NITDA) and Computer Professionals Registration Council of Nigeria (CPN), (applicable to Lot 5 only).

(xiii) 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.

(xiv) List of Plants/Equipment with proof of ownership/lease (where applicable)

(xv) For .Joint Venture/Partnership, Memorandum of Understanding (Moll) should be provided (all the eligibility requirements are compulsory' for each Joint Venture Partner)

(xvi) All documents for submission must be submitted with a Covering/Forwarding Letter under the Company/Firm's Letter Head Paper bearing among 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

Category A

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Chief Procurement Officer, Room 213 2nd Floor, Administrative Building, National Mathematical Centre, Kaduna-Lokoja Express Road, Sheda-Kwali, Abuja, with evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, paid into the National Mathematical Centre, Abuja's Remita Platform account Number 0020164861016 in any Commercial Bank.

Interested firms for Category B are not expected to make any payment until they are successfully pre-qualified.

(5) SUBMISSION OF TENDER DOCUMENTS

Submission offender by bidder for the different categories should be as follows:

Category A

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies (original and photocopy) each of the technical and financial bids with soft copy of financial bid only in MS excel format (CD plate), 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 address to The Director/Chief Executive, National Mathematical Centre, Kaduna Lokoja Express Road, Sheda-Kwali, Abuja and clearly marked with **(the name of the 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 Office, National Mathematical Centre, Abuja **not later than 12:00 Noon of Monday 10 December 2018**.

(6) OPENING OF BIDS

Opening of bids for the different categories shall be as follows:

Category A

The technical bids will be opened immediately after the deadline for submission at **12:00 Noon of Monday 10 December 2018** in the NMC Auditorium, National Mathematical Centre, Kaduna-Lokoja Express Road, Sheda-Kwali, Abuja in the presence of bidders or their representatives, while the Financial bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register in the office of the Chief Procurement Officer, Room 213, 2nd Floor, Administrative Building, National Mathematical Centre, Kaduna Lokoja Express Road, Sheda-Kwali, Abuja as the National Mathematical Centre will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Chief Procurement Officer on e-mail pvnongha@yahoo.com

CATEGORY B

The Technical bids will be opened immediately after the deadline for submission at **12:00 Noon of Monday 19 November 2018** in NMC Auditorium National Mathematical Centre, Kaduna Lokoja Express Road, Sheda-Kwali, Abuja in the presence of bidders or their representative. Please ensure that you sign the Bid Submission Register in the office of the Chief Procurement Officer, Room 213, 2nd Floor, Administrative Building, National Mathematical Centre, Sheda-Kwali, Abuja will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Chief Procurement Officer on e-mail pvnongha@yahoo.com

(7) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorized by the bidder
- (b) Bids submitted after the deadline for submission would be returned un-opened.
- (c) Bidders should not bid for more than one (1) Lot (Applicable to Category A only)

(d) All costs will be borne by the bidders;

(e) All pre-qualified bidders will be contacted at a later date for financial bid opening, while bids of un-successful bidders will be returned un-opened (applicable to category 'A' only)

(f) All shortlisted bidders will be contacted at a later date for payment and collection of Tender documents (Applicable to

(g) Holders of electronics Tax clearance Certificate (ETCC) are requested to print the details and attach along with photocopy of the tax clearance Certificate (TCC) otherwise it will be presumed not attached as the Centre does not have the facility to access and verify electronics Tax Clearance details

(h) None compliance with the conditions stated herein will lead automatic disqualification of the bidder from the bidding process.

(i) ALL CAC, TCC, PENCOR, ITF, NSTIF, BPP etc certificates or letters may be referred to the issuing agency/body for verification

(j) The National Mathematical Centre, Abuja is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at anytime without incurring any liabilities in accordance with section 28 of the Public procurement Act 2007.

SIGNED

DIRECTOR/CHIEF EXECUTIVE

NATIONAL MATHEMATICAL CENTRE, SHEDA-KWALI, ABUJA)