

UNIVERSITY OF BENIN

BENIN CITY, NIGERIA

WORLD BANK ASSISTED PROJECTS IN CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH AND RESEARCH INNOVATION (CERHI) UNIVERSITY OF BENIN, BENIN CITY

INVITATION TO TENDER

1.0. PREAMBLE

The Centre of Excellence in Reproductive Health and Research Innovation (CERHI) University of Benin, Benin City is desirous of embarking in the renovation of some projects to be financed with funds from the World Bank. Consequently, interested and reputable contractors with years of experience in building and renovation works are hereby invited to participate in the tender exercise for projects described hereunder:

Lots	Projects	Scope	Source of Fund	Non-Refundable Tender Fees
LOT1	Remodelling of Existing Building For CERHI Guest House, UNIBEN	Complete remodelling of existing building	World Bank	₦15, 000.00
LOT 2	Renovation of Intercontinental Hostel, UNIBEN	Complete renovation of existing building	World Bank	₦15, 000.00

2.0 REQUIREMENTS

2.1 Eligibility Requirements

(i.) Evidence of registration with Corporate Affairs Commission (CAC) by inclusion of photocopies of certificate of Incorporation and article of association. (ii.) Valid Tax clearance Certificate for the last three years (2013, 2014 & 2015) with the Company's Tax Certificate number (TIN)

(iii.) Evidence of Compliance with Pension Fund – PENCOM

(iv.) Evidence of Compliance with ITF contribution

(v.) Evidence of Compliance with the National Social Insurance Trust Fund (NSTTF)

(vi.) Evidence of registration on the National Database of Contractors, Consultants and Service Providers by BPP or a Copy of Interim Registration Report (IRR) as evidence of Compliance with the requirement;

(viii.) Sworn Affidavit certifying as follows:

That the company is not in receivership, insolvency or bankruptcy

That the Company does not have any Director who has been convicted in any court in

Nigeria or any other Country for criminal offence in relation to fraud or financial impropriety

That no officer of the University of Benin or Bureau of Public Procurement is a former or present director or shareholder of the company.

That all information presented the documents are true and correct in all particulars. (vii.) Provision of Company's VAT Certificates.

(ix.) Evidence of Company's Financial Capability or possible assistance from the Bank.

(x.) Audited Accounts of the Company for the last three years (2013, 2014 & 2015) fully signed and stamped by a professional accounting/audit firm and signed by the client.

(xi.) List of verifiable building projects and renovations previously handled by your Company. You must clearly describe the listed building projects and renovations, stating Clients, Dates of Award, Project duration and dates of completion. (xii.) List of key personnel stating their role, designation qualification and years of experience (certificate of registration with professional bodies are to be attached) (xiii.) Evidence of current license/certificate and registration with relevant professional bodies e.g. CO REN, ARCON, QSRBN etc. by key technical staff. (xiv.) A copy of the Memorandum of Understanding (MOU) in case of Bidders in joint ventures (JV), Partners in Joint Venture must meet all eligibility criteria, (xv.) Evidence of payment of non-refundable Tender fees of ₦15,000.00

(xvi.) The documents should be arranged in the order listed above.

3.0 COLLECTION OF TENDER DOCUMENTS

Tender Documents shall be made available to interested bidders on payment of non-refundable fee of ₦15,000.00 to the following account details:

Account Name: Centre of Excellence in Reproductive Health Innovation

Bank: Zenith Bank Pic

Account Number: 1014312532

4.0 SUBMISSION OF TENDER DOCUMENTS

5.1a Completed Technical Bids shall be submitted in two hard copies versions in A4 sized paper, spiral bound, numbered serially and dully signed by authorized signatories in a sealed envelope and labelled "Technical Bid" with Bidder's name at the top right Corner.

5.1b Completed Financial ads shall be submitted in two hard copies versions in A4 sized paper, spiral bound, numbered serially and dully signed by authorized signatories in a sealed envelope and labelled "Financial Bid" with Bidders name at the top right comer

5.1c The Technical Bid (5.1a) and Financial Bid (5.1b) should be enclosed in a sealed third large envelope and boldly marked with the name of the bidder and project name. This should be addressed to:

**The Registrar,
University of Benin,
P.M.B 1154
Benin City.**

And should be hand-delivered at Room 41, Council & Committee Matters Division, Registry Department, Central Administration Office Block, University of Benin, Ugbowo Campus, Benin City, Edo State.

6.0 DEADLINE FOR SUBMISSION

The document shall be submitted **not later than 11 a.m. on Tuesday, 2nd May, 2017.**

7.0 OPENING OF TENDER DOCUMENTS

The Technical documents shall be opened immediately following the deadline for the submission of bids at the University Senate Chamber in the presence of all bidders and interested members of the public.

Contact Person

For all enquiries regarding the tendering process you may contact:

**The Director of Procurement
Vice Chancellor's Office,
University of Benin,
Benin City.**

IMPORTANT INFORMATION

- The Tender fee is non-refundable

- Only Companies whose technical bids fulfil the minimum requirements would have their financial bids considered for the next stage.
- Failure to comply with the above requirements shall automatically result in the disqualification of a bidder.
- The University management reserves the right to verify the authenticity of any claim made in the Tender documents submitted by bidders.
- The University Management reserves the right to annul the selection process at any time without incurring any liabilities and attributing any reason thereof.
- The University shall not be responsible for any cost incurred by the bidders in connection with response to this advertisement.
- Participation in this process and any related process neither creates any commitment nor establishes any legal relationship with the University of Benin. It is merely a precondition for further consideration of the Tender.

Signed

O.A. Oshodin (Mrs.)

Registrar