

FEDERAL SCHOOL OF SURVEYING, OYO

P.M.B. 1024, OYO, OYO STATE

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INVITATION TO TENDER FEDERAL SCHOOL OF SURVEYING, OYO

(1) INTRODUCTION

The Federal School of Surveying Oyo, Oyo State hereby invites interested and competent qualified Contractors to apply for the Pre-qualification and Tender exercise for 2018 CAPITAL PROJECTS of the Institution.

S/N	PROJECTS	LOT NO.	MINIMUM AVERAGE ANNUAL TURNOVER (N'M)
1	Construction/Provision of Solar Energy	Lot 1	25M
2	Construction/Provision of Rood Networks	Lot 2	50M
3	Provision of Office Furniture & Fittings	Lot 3	40M
4	Renovation at Guest House	Lot 4	40M
5	Purchase of Motor Vehicles – (2Nos.)	Lot 5	25M
6	Rehabilitation/Repairs of Office Building	Lot 6	25M

(2) ELIGIBILITY REQUIREMENTS

To be considered, potential companies are required to submit all the under-Listed verifiable documents:

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

- (ii) Corporate Profile, to include list, CVs, and copies of credentials of Company technical staff, indicating qualification, year(s) of cognate experience and certificate of registration with relevant professional bodies (in case of construction: COREN, QSRBN, ARCON, CORBON).
- (iii) Evidence of Company Income Tax Clearance Certificate for the last three (3) years year's valid till 31st December, 2018.
- (iv) Company's audited statement of Accounts for the last three years (2015, 2016, 2017) duly signed and stamped by a Registered Auditor.
- (v) Evidence of Industrial Training Fund (ITF) Compliance Certificate expiring on 31st December, 2018.
- (vi) Evidence of Pension Compliance Certificate expiring on 31st December, 2018.
- (vii) 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.
- (viii) 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.
- (ix) Verifiable documentary evidence of at least (3) similar jobs successfully executed, or being executed within the last Five years, including letters of Awards, valuation Certificates, Job Completion Certificates and Photographs of the projects.
- (x) List of plants/Equipment with proof of Ownership/Lease (Where applicable)
- (xi) For Motor Vehicle's procurement only companies included in the National Automobile Design and Development Council's approved list of local manufacturers of vehicles or their authorized representatives should bid for the procurement
- (xii) A sworn affidavit certifying that:
 - (a) The Director(s) seeking for pre-qualification had never been convicted by any court of law.
 - (b) The Company or to directors is not bankrupt or in receivership.
 - (c) None of the Officers of the relevant committees of the Federal School of Surveying, Oyo 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.

(xiii) All documents for submission must be transmitted with a covering letter under the Company's letter Head paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Addresses. Telephone number (GSM No.) and email 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 authorize officer of the firm.

(3) COLLECTION OF TENDER DOCUMENTS

Interested Bidders should collect bid documents at the Office of the Registrar, FSS, Oyo between 8am and 4pm (Mondays to Fridays) on presentation of non-refundable tender fee of N10,000.00 per Lot paid into the Federal School of Surveying, Oyo Remita's Account in any reputable commercial Bank in Nigeria.

(4) SUBMISSION OF TENDER DOCUMENTS

The Pre-qualification and Financial Tender documents should be arranged in the order listed above and be submitted in two (2) copies, A4 size, paged and neatly bound and sealed in a separate envelope with the outer envelope of the first envelope marked "Prequalification and Tender for." (Quote the appropriate project's name boldly written on the top right hand corner of envelope) to be submitted in two (2) copies. The second envelope with the Financial Tender documents to be submitted also in two (2) copies marked "Financial bid". The two envelopes should be enclosed together and marked with the project Title and Lot number and delivered to the Tender Box of the FSS, Oyo **not later than 12:00 noon on Monday 24 December, 2018.**

(5) OPENING OF BIDS

The technical bids shall be opened immediately after the deadline for submission at **12:00 noon on Monday, 24 December, 2018** in the Assembly Hall, FSS, Oyo. Interested bidders or their representatives are invited to attend.

(6) NOTES

- (i) Evidence of payment of non-refundable Tender Fee should be Included in the submissions.
- (ii) Original copies of document would be requested for sighting whenever required
- (iii) The execution of these projects will depend on the release of funds by the appropriate funding. Federal School of Surveying Oyo will not be liable if there is any delay in the release of funds.

(iv) Federal school of Surveying Oyo is neither committed nor under any obligation to Include any Contractor on the final list of pre-qualified contractors.

(v) Certificate may be referred to the respective Issuing authorities for verification and authentication.

(vi) Technical and Financial Bid enclosed in one same envelope that will expose the technical and financial bid at the same time of opening shall be disqualified.

(vii) Only pre-qualified bidders will be invites at a later date for financial bid opening, while the financial bids of unsuccessful bidders will be returned un-opened.

(viii) This advertisement is published for information purpose, and should not be construed as a commitment or obligation on the part of FSS, Oyo to award these contracts.

(ix) A Company should not bid for more than two (2) lots.

SIGNED:

I.A. ADESOKAN, MNIM

REGISTRAR