

INVITATION TO TENDER FEDERAL UNIVERSITY GASHUA

(1.0) PREAMBLE

The Federal Government has approved funds through Years 2014/2015/2016 (Merged) TETFund Entrepreneurship Intervention at the Federal University Gashua.

The University hereby invites interested, qualified and reputable contractors with relevant experience and good track record to submit technical and financial bid documents for the proposed project,

(a) Lot 1 – Procurement, Installation, Training, Testing, and Commissioning of Modern Equipment for University Entrepreneurship Centre.

(2.0) ELIGIBILITY CRITERIA

(2.1) MANDATORY REQUIREMENTS

(a) Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC 2 and 7;

(b) Evidence of current Tax Clearance Certificate for the last 3 years (2015, 2016, 2017) expiring on **31st December, 2018;**

(c) Evidence of Current Pension Compliance Certificate expiring on **31st December, 2018;**

(d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate expiring on **31st December, 2018;**

(e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate expiring on **31st December, 2018;**

(f) 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;

(g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of Federal University Gashua 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

(2.2) ADDITIONAL REQUIREMENTS

- (a) Company Profile with the Firms Professional Registration, Curriculum Vitae of Key Staff and Copies of their professional qualifications;
- (b) Verifiable documentary evidence of at least three (3) similar jobs in the last five (5) years including Letters of Awards, and Job Completion Certificate;
- (c) 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;
- (d) Company's Audited Accounts for the last three years (2015, 2016 and 2017), duly signed and stamped by ICAN/ANAN professional(s);
- (e) 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.

(3.0) COLLECTION OF TENDER DOCUMENT(S)

Interested contractors should obtain Tender documents from the Procurement Unit, Federal University Gashua, after payment of non-refundable fee of N10,000.00 via REMITA and obtaining receipt at the Bursary Department from Monday, 9th July, 2018 up till 12 noon on Monday **20th August, 2018**.

(4.0) SUBMISSION OF BIDS

All Technical and Financial bids Must be submitted in hard copies only, in separate sealed envelopes indicating either Technical or Financial and to bear the Title of the Contract, Company's Name, Address, GSM No(s) and e-mail address(es) not later than 12 noon on Monday **20th August, 2018**.

All documents should be deposited in the Tender Box at the Procurement Unit and addressed to:

The Registrar,

Federal University Gashua,

P.M.B 1005, Nguru Road, Gashua.

Yobe State.

(5.0) OPENING OF BIDS

The Technical Bids must be submitted at the location stated in paragraph 4 above on or before 12 noon on Monday **20th August, 2018**. All Technical bids received will be opened same day and time at 12 noon on Monday **20th August, 2018** in the 500- Seater Lecture Theatre, Federal University Gashua. The University will not entertain late submission of bids.

(6.0) PLEASE NOTE

- (a) Participation in the bid process does not guarantee a right of award.
- (b) This invitation should not be construed as commitment on the part of the University, nor shall it entitle any contractor to make any claim.
- (c) Only Bids that fulfil the Technical requirements shall have their Financial bids considered.
- (d) Failure to adhere to all Tender instructions may lead to disqualification of bid.
- (e) The University reserves the right to cancel the Tender process at any stage and shall bear no cost, as a result, to any contractor.

SIGNED

A. B. SHEHU

AG. REGISTRAR, FEDERAL UNIVERSITY GASHUA