

FEDERAL UNIVERSITY DUTSIN-MA

P.M.B 5001, DUTSIN-MA

KATSINA STATE

INVITATION TO TENDER FOR 2017 APPROPRIATED CAPITAL PROJECTS

(a) INTRODUCTION:

Federal University Dutsin-Ma, of the Federal Ministry of Education, in pursuant of the Federal Government guidelines for the implementation of the 2017 budget, hereby invites reputable, competent, experienced, and interested contractors to tender for the 2017 Appropriated Capital Projects. The scope of work includes procurement of furniture and furnishing of offices.

(b) WORK PACKAGES TO BE EXECUTED:

LOT PROJECT TITLE

Lot 1 Furnishing of Senate Building, Permanent Site.

Lot 2 Furnishing of Library Building at the Permanent Site.

Lot 3 Furnishing of ICT Building at the Permanent Site.

Lot 4 Supply and fitting of Teaching and Research Materials.

(c) SCOPE OF WORK:

The scope of the project in each lot include but not restricted to supply and fixing of executive tables and chairs, executive cushions, conference tables and chairs, centre tables, file cabinets, file trays, office cupboards, refrigerators, LCD televisions, photocopiers, printers and desktop computers. Details of each lot are in the tender documents.

(d) CONDITIONS:

Interested Bidders should collect and fill blank Tender Document(s) from the Office of the Ag. Director Procurement upon the presentation of valid receipts) of payment of non-refundable processing fees of the sum of N20,000 per Lot. Payment of the stipulated amount is to be made and receipted at Bursary Department.

All Bids must be accompanied by the following:

- (i) Certificate of incorporation issued by the Corporate Affairs Commission;
- (ii) Tax Clearance Certificate for the years of existence if company is existing for 3 or less than 3years; and for the last 3 years only if existing for more than 3years;

(iii) Evidence of financial competences (including Audited Accounts for the 2014, 2015 and 2016 financial years and bank guarantee);

(iv) Evidence of similar works successfully completed including names of clients would be additional advantage (including letters of award and certificates of job completion, interim payment certificates where such projects are still in progress, photographs etc);

(v) Value Added Tax (VAT) registration certificate and evidence of remittances (Remittances not necessarily a condition for newly registered companies);

All bids must be properly sealed in an envelope and marked 'Lot 1' for example on the left corner of the envelope and addressed to the undersigned.

(vi) Evidence of registration with the National Pensions Commission;

(vii) Submission of a catalogue for scientific equipment for Lot 8 and evidence of possession of a franchise for the marketing of any type of scientific equipment, if available, should be attached;

(viii) Company profile showing list of key professional staff with their qualifications, experiences, photocopies of their credentials and their certificates of membership of professional bodies if relevant;

(ix) Name, address, email and phone number of contact person for correspondences;

(x) Sworn affidavit certifying that:

(a) No Officer of Federal University Dutsin-Ma or Federal Ministry of Education is a former or present chairman, director or shareholder of the bidding company or has any pecuniary interest in the bidder;

(b) The company is not in receivership or about to be receivership;

(c) Neither the chairman nor the directors of the company has been convicted of any criminal offence;

(d) All information presented in respect of this bidding is true and correct in all particulars.

Submission should reach the Registrar not later than 30th August, 2017. Receipt of bids would be closed at 12.00 noon on the closing date. Not late submission would be entertained.

(e) Please Note:

- (i) Two credible persons shall be invited from private sector professional organizations whose expertise is relevant to the particular goods or services being procured, as observers for the bid opening;
- (ii) In the same vein, a representative of a non-governmental organization working in transparency, accountability and anti-corruption will participate in the bid opening;
- (iii) Submissions will be meticulously verified and false declaration will lead to disqualification and or blacklisting;
- (iv) This notice shall not be construed to be a commitment on the part of the University to award any form of contract to any respondents, nor shall it entitle any organization submitting documents to claim any indemnity from the institute;
- (v) Bids are preferably personally delivered and registered at the Office of the Registrar and dropped in the sealed Tender Box;
- (vi) Late submission will not be entertained;
- (vii) All Bidders are hereby invited to the Bid Opening to take place at the Senate Chamber;
- (viii) Award of contract does not automatically go to the lowest bid but to the lowest evaluated responsive bid;
- (ix) For any further information, please contact the Procurement Unit of the University.

Signed

**Registrar, Federal University Dutsin-Ma,
P.M.B. 5001, Dutsin-Ma,
Katsina State**