

## Overview

**FEDERAL REPUBLIC OF NIGERIA**

**FEDERAL MINISTRY OF EDUCATION**

**FEDERAL GOVERNMENT GIRLS' COLLEGE, ONITSHA, ANAMBRA STATE**

**INVITATION TO TENDER FOR 2021 CAPITAL PROJECTS FEDERAL GOVERNMENT GIRLS' COLLEGE, ONITSHA, ANAMBRA STATE**

### **(1) INTRODUCTION**

The Federal Government of Nigeria has allocated funds to the Federal Government Girls' College, Onitsha, Anambra State in the 2021 Appropriation Act for the procurement of Works towards achieving the mandate of the College.

In compliance with the provisions of the Public Procurement Act, 2007, the College invites interested and eligible Vendors and Contractors with relevant proven competence and experience to participate in the bidding process of the following Projects:

### **(2) SCOPE OF WORKS**

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<b>L/N</b>	<b>PROJECT TITLE</b>
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Lot W1	Erosion Control within the Hostel, Dinning and Kitchen Area of the College
Lot W2	Renovation of 3 No Hostels (Hibiscus, Bougainvillea and Allamanda House)
Lot W3	Rehabilitation and Landscaping of Federal Government Girls College, Onitsha Second Phase
Lot W4	Renovation of 1no block of PHE and Music Lab in the College

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### **(3) ELIGIBILITY REQUIREMENTS**

- (a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7;
- (b) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years (2018, 2019 & 2020) valid till 31st December 2021; with a minimum average annual turnover of N20 million;
- (c) Evidence of current Pension Clearance Certificate valid till 31st December 2021;
- (d) Evidence of current Industrial Training Fund (TTF) Compliance Certificate valid till 31st December 2021;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December 2021;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by BPP;

(g) Sworn Affidavit:

– That the company is not in receivership, insolvent or bankrupt:

– That the company does not have any Director who has ever been convicted in any court in Nigeria or any other country for criminal offence in relation to fraud or financial impropriety;

– Disclosing whether or not any officer of the relevant committees of the Federal Government Girls College, Onitsha, Anambra State 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;

(h) Audited Financial Statement of the company for the past three years (2018, 2019, and 2020) duly signed and sealed by relevant firm and the turnovers in financial statements must correspond with those on the Tax Clearance Certificate;

(i) Reference letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project if awarded;

(j) Company's Profile with the Curriculum vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON, etc.;

(k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation/Job Completion Certificates, and photographs of the projects;

(l) List of Plants/Equipment with proof of Ownership/Lease;

(m) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, JTF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner); and

(n) 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, and Telephone Number. 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.

## COLLECTION OF TENDER DOCUMENTS

The tender documents are to be collected from the Office of the Vice-Principal Special Duties, FGGC, Onitsha, Anambra between the working hours of (>8:(K)am and 04:00 pm daily upon the payment of the non-refundable tender fee of N10,000:00 per Lot to Federal Government Girls College, Onitsha, Anambra State through REM IT A platform in any reputable Commercial Bank in Nigeria, and present the teller to the College for receipt.

## **(5) SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit bid for each of the lot desired, two Hard copies (Marked 'Original & Copy") each for both Technical & Financial Bids with soft copy of Financial bid only in MS Excel format, packaged in two separated wax-sealed envelopes clearly marked at the top right corner of each envelope stating the title of the project i.e. 'TECHNICAL BIDS FOR project Title and LOT No.' & 'FINANCIAL BIDS FOR Project Title and LOT No.' and at the reverse side the name of the company should be boldly written. Both envelopes shall then be put in a larger envelope clearly marked at the top right corner stating the title of the project and be left in the appropriate Tender Box at the Vice Principal Special Duties office to be addressed to:

**The Principal, Federal Government Girls College, Onitsha, Anambra State**

The submission should be made **not later than 12:00 noon on Monday 26 July 2021**. Please make sure you sign Bid Submission Register at Vice Principal Special Duties office as FGGC, Onitsha will not be held responsible for misplaced or wrongly submitted Bids.

## **(6) OPENING OF TECHNICAL BIDS**

Only the technical bids will be opened immediately after the deadline for submission at 12:00 noon on Monday 26 July 2021 in the College Multi-Purpose Hall.

**(7) PLEASE NOTE THAT**

- (i) Bid must be in English language and signed by an official authorised by the bidder;
- (ii) Bids submitted after the deadline for submission would be returned un-opened;
- (iii) Bidders should not bid for more than one (1) Lot;
- (iv) All costs will be borne by the bidders;
- (v) Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording (link will be sent to bidders) with the presence of two (2) representatives of private-sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency and shall be made available to bidders upon request;
- (vi) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (vii) Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened;
- (viii) The Federal Government Girls' College, Onitsha, Anambra State is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.

**SIGNED: DIRECTOR/PRINCIPAL**

**FGGC, ONITSHA, ANAMBRA STATE**

