

Overview

FEDERAL REPUBLIC OF NIGERIA

FEDERAL MINISTRY OF EDUCATION

QUEENS COLLEGE, YABA, LAGOS STATE

INVITATION TO TENDER FOR 2021 CAPITAL PROJECTS QUEENS COLLEGE, YABA, LAGOS STATE

(1) INTRODUCTION

The Federal Government of Nigeria has allocated funds to the Queens College Yaba Lagos, in the 2021 Appropriation Act for the procurement of Goods and 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/GOODS

L/N	PROJECT TITLE
Lot W1	Renovation of Guidance and Counseling Building

Lot W2	Renovation of Junior Secondary School JS1 Classroom Block
Lot W3	Renovation of Gym
Lot W4	Renovation of Teachers Quarters (High Rise Building) Block A
Lot W5	Renovation of Teachers Quarters (High Rise Building) Block B

(3) ELIGIBILITY REQUIREMENTS

- (a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including form CAC2 and CAC7 (or CAC1.1 as applicable);
- (b) Evidence of Company's Incomes Tax Clearance Certificate for the last three (3) years (2018, 2019 & 2020) valid till 31st December, 2021; with 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 (ITF) 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 committee of the Queens College. Yaba or the Bureau of Public Procurement (BPP) 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 turnover as reflected in financial statements must correspond with that 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 or the contractor can fund 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 Certificates, Job Completion Certificates and photographs of the projects;

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

(m) For Joint Venture/ Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance 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, Telephone Number (preferably GSM No.), and e-mail address. The Letter head 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.

(4) COLLECTION OF TENDER DOCUMENTS

The tender documents are to be collected from the Office of the Vice Principal Special Duties, Queens College Yaba Lagos between the working hours of 08:00am and 04:00pm daily upon the payment of non-refundable tender fee of N10,000.00 per lot to Queens College Yaba Lagos through REMITA platform in any reputable Commercial Bank in Nigeria, and present the teller for the College 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,

Queens College.

Yaba, Lagos.

The submission should be made **not later than 12:00 noon on Tuesday 22 June 2021**. Please make sure you sign Bid Submission Register at Vice Principal Special Duties office as the College would 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 Tuesday 22 June 2021**, at the College's Multi-Purpose Hall. Bidders and members of public are not to attend the bid opening in Compliance with the maintenance of social distancing and to avoid overcrowding at this period of COVID19 pandemic. The bid opening (Technical and Financial) will be covered by video recording (link will be sent to bidders) with presence of two (2) representatives of private professional organisation and non-governmental organisation, and available to bidders upon request. For further enquiries, please contact the Vice Principal, Special Duties on 08033444471.

(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) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (vi) Only the pre-qualified bidders will be contacted at a later date for financial bids opening, while financial bids of unsuccessful bidders will be returned un-opened;
- (vii) The Queens College, Yaba Lagos 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:

THE PRINCIPAL

QUEENS COLLEGE, YABA LAGOS