

FEDERAL NEUROPSYCHIATRIC HOSPITAL, ARO, ABEOKUTA

P.M.B. 2002, ABEOKUTA, OGUN STATE

INVITATION TO TENDER FOR CONSULTANCY SERVICES FOR YEAR 2018 CAPITAL PROJECTS, FEDERAL NEUROPSYCHIATRIC HOSPITAL, ARO, ABEOKUTA

INTRODUCTION

The Federal Neuropsychiatric Hospital, Aro, Abeokuta in implementing her Year 2018 Capital Projects hereby invites all interested, qualified and reputable Consulting Firm with relevant experience and track record to tender for the following projects which would be funded by Year 2018 Capital Allocation.

| LOT/PROJECT NO | DESCRIPTION |
|----------------|--|
| LOT 2018 A | Re-roofing and Re-modelling of two (2) Male Wards at Aro Complex |
| LOT 2018 B | Re-roofing and Re-modelling of two (2) Female Wards at Aro Complex |
| LOT 2018 C | Procurement of one (1) N0. 500KVA Generating Set for use at Aro |
| LOT 2018 D | Procurement of one (1) N0. 30- Seater Bus with Air Conditioner for Community Posting of Students of School of Psychiatric Nursing, Aro |
| LOT 2018 E | Procurement of two (2) Nos. Double Cabin Hilux Utility Vehicles for Primary Mental Health Care at all the twenty (20) Local Government in Ogun State |

ELIGIBILITY CRITERIA

Interested Consultants are required to submit their Firm's document in sequential order as listed below:

- (a) Firm's Certificate of incorporation with Corporate Affairs Commission (C.A.C.);
- (b) Firm's Tax Clearance Certificate for the last three (3) successive years (i.e. 2015,2016, and 2017) valid till 31 st December, 2018;
- (c) Evidence of Firm's Registration with relevant Professional Bodies;
- (d) Certificate of compliance issued by National Pension Commission (PENCOM) valid till 31st December, 2018;

(e) Certificate of compliance issued by Industrial Training Fund (ITF) valid till 31st December, 2018;

(f) Certificate of compliance issued by Nigerian Social Insurance Trust Fund (NSITF) valid till 31st December, 2018;

(g) Evidence of Registration on the Bureau of Public Procurement (BPP) National Database of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report (IRR) expiring on 1st January, 2019 or valid Certificate issued by BPP;

(h) Sworn Affidavit disclosing the following:

All submitted documents are both GENUINE and UP-TO-DATE;

None of the Directors of the Firm has never been convicted by any Court of Law;

No officer of the relevant Committees of Federal Neuropsychiatric Hospital, Aro, Abeokuta or the Bureau of Public Procurement is a former or present Director, Shareholder or has any pecuniary interest in the tender.

(i) Verifiable documentary evidence of at least four (4) similar jobs successfully executed in the last three (3) years supported with letters of award, activity Description, Client, Location, Value, Status (ongoing or completed) etc;

(j) Firm's Audited Accounts for the last three (3) years (i.e. 2015, 2016 and 2017);

(k) Detailed Firm's Profile including Names, Phone Numbers, Curriculum Vitae, Credentials of Technical and Professional Personnel and Equipment (with proof of ownership/lease);

(l) Any other additional information that may enhance the Firm's tender.

Note:

Documents (a) – (h) are RESPONSIVE CRITERIA, the absence of any automatically disqualifies the Bidder.

SUBMISSION OF TENDERS

(i) The completed tender documents are to be submitted in sealed envelope with the name and address of the Prospective Bidder at the top left corner of the envelope with the Tenderer's GSM/Reachable number(s);

(ii) All documents should be submitted within six (6) weeks i.e. on or **before Tuesday, 4 September, 2018 by 10:00a.m** when documents will be opened;

(iii) The tendered documents should be addressed to:

THE PROVOST AND MEDICAL DIRECTOR,

FEDERAL NEUROPSYCHIATRIC HOSPITAL, P.M.B. 2002, ARO, ABEOKUTA.

ATTENTION: PROCUREMENT UNIT

(iv) All submissions should be by hand. Courier delivery will not be considered;

(v) Late submission will not be considered;

(vi) The document must be dropped in the Bid Box located in the Office of the Provost and Medical Director;

(vii) The Hospital reserves the right to reject any or all tender documents;

(viii) For further clarifications/enquiries, please visit the Procurement Unit of the Hospital (8:00a.m to 4:00p.m Monday to Friday).

All Tenderers, Civil Society Organizations and interested Stakeholders are invited to tender opening exercise scheduled to take place immediately after the close of submission **on Tuesday, 4 September, 2018** at the Boardroom, Postgraduate Building, Federal Neuropsychiatric Hospital, Aro, Abeokuta.

SIGNED:

ACTING HEAD OF ADMINISTRATION

FOR: PROVOST AND MEDICAL DIRECTOR