

Overview

FEDERAL MINISTRY OF EDUCATION

KING'S COLLEGE, LAGOS, LAGOS STATE

INVITATION TO TENDER FOR EXECUTION OF 2021 APPROPRIATION KING'S COLLEGE, LAGOS, LAGOS STATE

(1) INTRODUCTION

The Federal Government of Nigeria has allocated fund to King's College in the year 2021 Appropriation Act for the procurement of Goods and Works towards achieving the mandate of the school. In compliance with the provisions of the Public Procurement Act 2007, King's 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/Supplies

(2.1) Category A (Works)

LOT NO	PROJECT TITLE	LOCATION
Lot W1	Renovation of Sheraton Hostel (Annex Campus)	King's College

Lot W2	Sewage System for Annex Campus	Annex Campus
Lot W3	Renovation of Administration Block and Teachers Common Room (Annex Campus)	Annex Campus

(3) ELIGIBILITY REQUIREMENTS

Prospective bidders must possess the under-listed requirements to be eligible in this procurement process:

- (a) Evidence of Certificate of incorporation issued by Corporate Affairs Commission (CAC). Please attach the company's Article of Memorandum duly certified forms CAC2 and CAC7 or CAC1.1;
- (b) Evidence of current Tax Clearance Certificate for the last three (3) years valid till 31 December, 2021: with minimum average annual turnover of N20 million;
- (c) Evidence of current Pension Clearance Certificate valid till 31 December, 2021;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2021,
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31 December, 2021
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants, and Services Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by Bureau of Public Procurement;
- (g) Company's Audited Accounts for the last three years (2018, 2019 & 2020):
- (h) A Sworn Affidavit:

– disclosing whether or not any officer of the relevant Committees of King’s College or 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.

– that no Partner/Director have been convicted in any country for criminal offenses related to fraudulent or corrupt practices or criminal misrepresentation or falsification of facts relating to any matter:

– that the Company is not under receivership, the subject of any form of winding up petition or proceedings, insolvency or Bankruptcy;

(l) Evidence of financial capability to execute project by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;

(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, CORBON, ARCON 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 (for works); and

(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)

(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 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.

(4.0) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Vice-Principal Special Duties with evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, paid into the King's College's Remits account in any reputable commercial bank in Nigeria.

(5) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, enclose the two sealed envelopes together in a bigger sealed envelope addressed to:

The Principal,

King's College,

Lagos State

and clearly marked with (the name of the project and the Lot number).

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the Office of The Vice Principal Special Duties not later than **12:00 Noon on Monday, 24 May 2021**.

Please, ensure that you sign the Bid Submission Register in the office of the Vice Principal Special Duties King's College Lagos, as the College will not be held liable for any misplaced or wrongly submitted bids.

(6) OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline at **12:00 noon on Monday, 24 May 2021**, in the School Auditorium. 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 COVID-19 pandemic. The bids opening (Technical and Financial) will be covered by video recording with presence of two (2) representatives of private professional organization and non-governmental organization.

(7) GENERAL INFORMATION

- (a) Bids must be in English Language and duly signed by an authorised Employee;
- (b) Bids submitted after the deadline would be returned un-opened;
- (c) Bidders should not bid for more than one (1) Lot;
- (d) All costs will be borne by the bidders;
- (e) Standard Bidding Documents can also be collected in Soft copies and Bidders can submit through Post (Courier Services);
- (f) Only the pre-qualified bidders will be contacted at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened; and
- (g) King's College, is not bound to pre-qualify any bidder and reserves the right to cancel the Procurement process at any time without incurring any liability in accordance with Section 28 of the Public Procurement Act 2007

SIGNED

THE PRINCIPAL

KING'S COLLEGE, LAGOS

