

Overview

PETROLEUM TRAINING INSTITUTE

P.M.B. 20, EFFURUN, DELTA STATE

INVITATION TO TENDER FOR FLOOD AND EROSION CONTROL IN PTI CAMPUS AND ENVIRONS (PHASE 1) UNDER ECOLOGICAL FUNDS PETROLEUM TRAINING INSTITUTE EFFURUN, DELTA STATE

(1.0) INTRODUCTION

The Petroleum Training Institute (PTI) is the foremost Oil and Gas Institution set up by the Federal Government of Nigeria, with the Enactment of Act No.37 of 1972, subsequently amended by Act No 52 of 1975, and PTI Act P16, 2004 to train competent Technical Manpower for the Oil/Gas and Allied Companies.

In line with the Public Procurement Act 2007, the institute hereby invites interested contractors/suppliers to tender for the execution of the under-listed projects.

(2.0) CATEGORY (WORKS)

LOT	PROJECT DESCRIPTION
LOT 1	Clearance of Internal drains in the Main Campus

LOT 2	Clearance of Underground Drains from PTI to UTI Street
LOT 3	Clearance of Underground Drains from UTI to Alegbo Area
LOT 4	Clearance of Alegbo to Effurun River Canal (Part 1)
LOT 5	Clearance of Alegbo to Effurun River Canal (Part2)
LOT 6	Deflooding of Sports Arena in the Institute
LOT 7	Sports Arena Exit through Conference Centre
LOT 8	Conference to Swamp

(3.0) TENDER ELIGIBILITY REQUIREMENTS

The Petroleum Training Institute in compliance with Public Procurement Act 2007, and Bureau of Public Procurement Guidelines, request the interested companies to submit the following documents with verifiable evidences for assessment consideration:

- (1) Evidence of Certificate of incorporation with Corporate Affairs Commission (CAC) including form CAC2 and CAC7

- (2) Comprehensive company profile and organization structure with curriculum vitae of key staff to be deployed for the project including academic/professional qualification such as COREN, ARCON, as applicable (photocopies of Academics and Professional Certificate attached).
- (3) Evidence of Company Income's Tax Clearance Certificate for the last three years (2017, 2018 and 2019) valid till 31st March 2021
- (4) Evidence of current Pension Compliance Clearance Certificate valid till 31st March, 2021.
- (5) Evidence of current Industrial Training Fund (ITF) compliance certificate valid till 31st March, 2021.
- (6) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st March, 2021.
- (7) Evidence of current registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) valid till 31st March, 2021 or valid certificate issued by Bureau of Public Procurement (BPP).
- (8) Company's Audited Accounts for the last three years (2017, 2018 and 2019).
- (9) Evidence of companies annual returns to the Federal Government.
- (10) Evidence of financial capability to execute the project including Reference Letter from a reputable commercial bank in Nigeria indicating willingness to provide credit facility for the execution of the project when needed.
- (11) Verifiable documentary evidence of experience in at least three (3) jobs of similar nature and complexity, executed in the last five (5) years including letter of award, certificate of completion and photographs of the projects (Please provide company full contact not P. O. box/PMB, their functional telephone number and email address).

- (12) For joint venture/partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR and sworn affidavit are compulsory for each JV partner)
- (13) Evidence of registration with relevant regulatory bodies such as COREN, NSE, CORBON ETC
- (14) Bidders should list equipment and technology capacity with evidence of ownership or lease agreement
- (15) A sworn affidavit that none of the Directors has been convicted in any court of law for any criminal/financial offence.
- (16) A sworn affidavit confirming that all information presented and attached are true and correct of the company and that no officer of PTI and Bureau of Public Procurement (BPP) is a former director or present director or shareholder or has pecuniary interest in the bidder.
- (17) A sworn affidavit that the company is not bankrupt, in the receivership or other liquidation.
- (18) A sworn affidavit letter of consent to allow for verification of all the documents submitted including CAC, Tax, VAT Remittances, Pension, Industrial Training Fund and company's financial standing with the bank and others.
- (19) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing among other 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

All interested bidders, will on presentation of evidence of payment of a NON- REFUNDABLE tender fees of N30, 000.00 per Lot, paid into PTI Remita E-collection account in any commercial bank in Nigeria, shall collect bidding documents (Standard Bidding Documents) effective from Tuesday 5 January, 2021, between the hours of 10.00am – 3.00pm daily at the office of Procurement Department, PTI, Effurun, Delta State.

(5.0) SUBMISSION OF TENDER DOCUMENTS:

Prospective bidders are to submit bid for each of the Lot desired, two (2) Nos hard copies(one original and one photocopy) each of the Technical and Financial bids with soft copy of financial bid only in MS excel format, packaged separately in sealed envelopes and clearly marked as “Technical Bid” and “Financial Bid”.

Thereafter, bidders are requested to put the two sealed envelopes together in a bigger sealed envelope, with the project name and Lot Number clearly written on the top right-hand corner, addressed to:

The Principal/Chief Executive,

Petroleum Training Institute,

Effurun, Delta State.

Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and dropped in the designated tender box located in the Internal Auditor’s office, room 5, Administrative Block, Petroleum Training Institute, Effurun, between 8am to 4pm daily and not later than **2PM on Tuesday 16 February, 2021**

(6.0) OPENING OF BID DOCUMENTS:

Only Technical Bids will be opened publicly and immediately after the deadline for submission (by **2pm prompt on Tuesday 16 February, 2021**) at the council chambers, Petroleum Training Institute, Effurun in the presence of Bidders/Representatives of the companies, Professional Bodies, NGOs and interested members of the general public are hereby invited to witness the bid opening exercise. Only the qualified bidders at Technical evaluation will be invited for later date for financial bids opening, while the financial bids of unsuccessful bidders will be returned un-opened.

(7.0) GENERAL INFORMATION:

(a) Bids must be in English Language signed by the bidder or an authorized representative of the bidder

- (b) Bids submitted after the deadline for submission would be returned unopened;
- (c) Bidders can bid for at most two Lots
- (d) Representatives of bidders, relevant Professional Bodies, NGOs and the Civil Societies are invited to witness the bid opening exercise.
- (e) Only correctly addressed bids will be received.
- (f) All costs will be borne by the bidders.
- (g) Only shortlisted firms will be invited for further consideration.
- (h) Any bidder who submitted documents containing false information or documents forged for purpose of qualification at any time, such will be disqualified.

Non Adherence to any of the instructions above attracts automatic disqualification

SIGNED:

MANAGEMENT