

Overview

FEDERAL POLYTECHNIC NEKEDE, OWERRI

PMB 1036, OWERRI, IMO STATE

INVITATION TO TENDER FOR OUR YEARS 2016 – 2019 MERGED TETFUND INTERVENTION IN LIBRARY DEVELOPMENT FEDERAL POLYTECHNIC NEKEDE, OWERRI

(1.0) Introduction

(1.1) The Federal Polytechnic Nekede established by Imo State Edict No. 16 of 1978 as College of Technology, Owerri and taken over in April 1993, by the Federal Government, and saddled with the responsibility of producing manpower through functional/practical, technical, vocational and entrepreneurial education and training for the development of the individual and the economy, is desirous to utilize her Years 2016-2019 TETFund Intervention in Library Development to execute the projects listed in section 2.0 below.

(1.2) Therefore experienced, competent and reputable contractors/suppliers are invited to submit bids for the execution of the projects.

(2.0) Scope of Works/Supplies

(2.1) The Works/Supplies are as enumerated in the following lots:

Lot A: Procurement of Engineering and Science books

Lot B: Procurement of Journals, Reference Books; Management and Environmental Books

Lot C: Procurement, Installation and Testing of Anti-Plagiarism software, all-in-one desktop computer and library furniture

(3.0) 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 valid till 31st December, 2020; with a minimum average annual Turnover of N180 million;
- (c) Evidence of current Pension Clearance Certificate valid till 31st December, 2020;
- (d) Evidence of current Industrial Trust Fund (ITF) Compliance Certificate valid till 31st December, 2020;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2020;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2020 or valid Certificate issued by BPP;
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant Committees of the Federal Polytechnic Nekede, Owerri 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) Company's Audited Accounts for the last 3 (three) years (i.e. 2017, 2018 & 2019);
- (i) Evidence of financial capability to execute the 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;
- (k) Verifiable documentary evidence of at least 2 (two) similar jobs executed in the last 5 (five) years (i.e. from 2015 to date), including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- (l) Lot 3: Evidence of current registration/accreditation by the National Information Technology development Agency (NITDA) and Computer Professionals Registration Council of Nigeria (CPN);
- (m) 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 & 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 Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM number), and an email 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 an authorized officer of the firm.

(4.0) COLLECTION OF TENDER DOCUMENTS

Interested Companies are to collect the Standard Bidding Documents (SBD) from the office of the:

The Director, Physical Planning and Procurement Unit

Rectory Building (Ground Floor)

Federal Polytechnic Nekede PMB1036, Owerri,

on evidence of payment of a non-refundable tender fee of N 10,000.00 per Lot, paid into the Federal Polytechnic Nekede, Owerri, Treasury Single Account (TSA) through Remita into 0140468461017 in any commercial bank.

(5.0) SUBMISSION OF TENDER DOCUMENTS

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

The Rector,

Rectory Building

Federal Polytechnic Nekede

PMB 1036, Owerri

and clearly marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and dropped in the designated Tender Box located at:

Physical Planning and Procurement Unit

Rectory Building (Ground Floor)

Federal Polytechnic Nekede PMB 1036, Owerri

Not later than **12:00 Noon of Monday 15 March, 2021**.

(6.0) OPENING OF TECHNICAL BIDS

Only the Technical Bids will be opened immediately after the deadline for submission at **12:00 Noon of Monday 15 March, 2021**, in the: Council Chambers Rectory Building (Upper Floor) Federal Polytechnic Nekede PMB 1036, Owerri, while the Financial Bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register in the office of:

The Director, Physical Planning and Procurement Unit

Rectory Building (Ground Floor)

Federal Polytechnic Nekede PMB 1036, Owerri

as the Federal Polytechnic Nekede, Owerri will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Unit on email: pppu@fpno.edu.ng

(7.0) General Information

- (a) Bids must be in English Language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid for more than 2 (Two) Lots;
- (d) All costs will be borne by the bidders;

(e) 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 with the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency;

(f) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);

(g) 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;

(h) The Federal Polytechnic Nekede, Owerri is not bound to accept any bidder and reserves the right to annul the Procurement Process at any time without incurring liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

Signed:

E.C. Anuna (Mrs)

Registrar

Federal Polytechnic Nekede, Owerri