

Overview

LAGOS UNIVERSITY TEACHING HOSPITAL

P.M.B. 12003, LAGOS, NIGERIA

INVITATION TO TENDER FOR SUPPLY OF DRUGS AND MEDICAL CONSUMABLES LAGOS UNIVERSITY TEACHING HOSPITAL

(1) INTRODUCTION

The Lagos University Teaching Hospital, Idi-Araba intends to procure drugs and medical consumables for her Pharmacy Department. Experienced and competent interested contractors/suppliers are hereby invited to submit tender.

(2) SCOPE OF SUPPLY

Lot A	Pharmaceutical Drugs
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Lot B	Medical Consumables
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(3) ELIGIBILITY REQUIREMENTS

(a) Evidence of Certificate of Incorporation with the 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 (2018, 2019 & 2020) valid till 31st December 2021;

(c) Evidence of Pension Clearance Certificate valid till 31st December 2021;

(d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31 December 2021;

(e) Evidence of 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;

– Disclosing whether or not any officer of the relevant committees of the Lagos University Teaching Hospital 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 true and correct in all particulars;

– that the company is not bankrupt, in receivership or under liquidation or involved in any litigation which can potentially affect the company's ability to effectively discharge their responsibility if engaged;

– that no Director of the company has been convicted of procurement fraud in any Country;

(h) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications

(i) Evidence of registration with Pharmacists Council of Nigeria (for Lot A Only);

(j) Company's Audited Accounts for the last three(3) years-(2018, 2019 & 2020);

(k) Evidence of financial capability to execute the project including Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

(l) 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;

(m) 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 G5M 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 authorised officer of the firm.

(4) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the (Head, Procurement, (208, 2nd Floor Administrative Block) on evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, paid into the Lagos University Teaching Hospital's Remita 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 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, put the two sealed envelopes together in a bigger sealed envelope addressed to THE CHIEF MEDICAL DIRECTOR, LAGOS UNIVERSITY TEACHING HOSPITAL, IDI – ARABA and clearly marked with (Supply of Drugs or Medical consumables).

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender provided in the office of the Head, Procurement Division not later than **12:00 Noon Monday, 2 August, 2021**.

(6) OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission **12:00 Noon Monday, 2 August, 2021** in the Old Board Room, LAGOS UNIVERSITY TEACHING HOSPITAL, IDI – ARABA, while the Financial bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register in the office of (Head, Procurement, (208, 2nd Floor

Administrative Block), as the Hospital will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Head, Procurement on e-mail address: ayodejioginni@gmail.com

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 one (1) Lot;
- (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 (link will be sent to bidders) 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 LAGOS UNIVERSITY TEACHING HOSPITAL, IDI – ARABA 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.

AYODEJI OGinni

DEPUTY DIRECTOR, PROCUREMENT DIVISION