

## Overview

**FEDERAL REPUBLIC OF NIGERIA**

**FEDERAL MINISTRY OF EDUCATION**

**FEDERAL GOVERNMENT GIRLS COLLEGE, ABAJI- ABUJA**

**INVITATION TO TENDER FOR THE EXECUTION 2021 APPROPRIATION FEDERAL GOVERNMENT GIRLS COLLEGE, ABAJI- ABUJA**

### **(1) INTRODUCTION**

The Federal Government of Nigeria has allocated funds to the FGGC, Abaji in the 2021 Appropriation Act for the procurement of Goods and Works towards achieving the mandate of the College. In compliance with the provisions of the Public Procurement Act, 2007, the 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 CATEGORY A (WORKS)**

<b>LOT NO</b>	<b>PROJECT TITLE/DESCRIPTION</b>	<b>LOCATION</b>
W1	Rehabilitation & landscaping of the school compound	FGGC ABAJI

W2	Renovation of One Block of Storey Building Hostel (Greenhouse)	FGGC ABAJI
W3	Renovation of Staff Room (Former Library)	FGGC ABAJI

### **CATEGORY B (GOODS)**

<b>LOT NO</b>	<b>PROJECT TITLE/DESCRIPTION</b>	<b>LOCATION</b>
Lot 1	Procurement and installation of 100w led solar light to College's Toilets and Bathrooms in the six (6) Hostels	FGGC ABAJI

### **(3) ELIGIBILITY REQUIREMENTS**

Prospective bidders should submit the under-listed requirements to be eligible in this procurement:

- (a) Evidence of Certificate of Incorporation with tie Corporate Affairs Commission (CAC) including form CAC2 and CAC7 (or CAC 1.1 as applicable)
- (b) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years (2018, 2019 & 2020) valid till 31stDecember, 2021; with minimum average annual turnover of N20million
- (c) Evidence of current Pension Clearance Certificate valid till 31<sup>st</sup> December, 2021:
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificare valid till 31<sup>st</sup> December, 2021

(e) Evidence of current 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:

that the company is not in receivership, insolvent or bankrupt;

that the company does not have any Director who has ever been convicted in any court in Nigeria or any other country for criminal offence in relation to fraud or financial impropriety.

disclosing whether or not any officer of the relevant committee of the Federal Government Girls College, Abaji or the Bureau of Public Procurement (BPP) 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) Audited Financial Statement of the company for the past three years (2018, 2019 and 2020) duly signed and sealed by relevant firm and the turnover as reflected in financial statements must correspond with those on the Tax Clearance Certificate.

(i) Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project if awarded:

(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, ARCON, CORBON etc.;

(k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Vacation Certificates, Job Completion Certificates and photographs of the projects;

(l) Works: List of Equipment with proof of Ownership/Lease;

(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) and

(n) All documents for submission must be transmitted with a covering/ forwarding letter under the Company/Firms 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) COLLECTION OF TENDER DOCUMENTS**

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Principal FGGC Abaji between the working hours of 08:00am and 04:00pm daily upon the payment of non-refundable tender fee of N10, 000.00 per Lot to Federal Government Girls' College, Abaji's Remita account in any reputable commercial bank in Nigeria.

#### **(5) SUBMISSION OF TENDER DOCUMENT**

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies 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" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to the Principal, Federal Government Girls College Abaji, FCT 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 Principal's Office, FGGC, Abaji not later than **12:00 noon on Monday, 5 July, 2021**.

#### **(6) OPENING OF TECHNICAL BIDS**

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon on Monday, 5 July, 2021**, in the College STEP-B Office, while the Financial bids will be kept un-opened. Please ensure that you sign the Bid Submission Register in the office of the Principal FGGC Abaji, as the College would not be held liable for misplaced or wrongly submitted bids.

**(7) 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-Corrupt or/Transparency and shall be made available to bidders upon request;
- (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 unopened: and
- (h) The FGGC Abaji, 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.

**SIGNED:**

**THE PRINCIPAL**

**FGGC, ABAJI**