

## Overview

**FEDERAL REPUBLIC OF NIGERIA**

**FEDERAL MINISTRY OF EDUCATION**

**FEDERAL GOVERNMENT COLLEGE, OKIGWE, IMO STATE**

**INVITATION TO TENDER FOR THE EXECUTION OF 2021 APPROPRIATION FEDERAL GOVERNMENT COLLEGE, OKIGWE, IMO STATE**

### **(1) INTRODUCTION**

The Federal Government of Nigeria has allocated Funds to the Federal Ministry of Education (FME), Federal Government College, Okigwe, Imo state in the 2021 appropriation for the execution of policies, programs, and projects toward achieving the mandate of the College. Accordingly, the College wishes to invite reputable contractors with relevant proven competence and experiences to submit tenders for the execution of the following projects:

### **(2) PROFILE OF PROJECTS**

| <b>LOT NO</b> | <b>PROJECT TITLE/DESCRIPTION</b>                         |
|---------------|--|
| W1            | Completion and Reinforcement of Existing Perimeter Fence |

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W2 Reconstruction of Collapsed Drainage Channels and Beautification of College Environment

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W3 Renovation of 2 Nos. of Senior Staff Quarters

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W4 Renovation and Equipping of Extended Physics Laboratory.

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## **ELIGIBILITY REQUIREMENTS**

- (a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31<sup>st</sup> December, 2021; with a minimum average annual turnover of N20 million;
- (c) Evidence of current Pension Clearance Certificate valid till 31<sup>st</sup> December 2021;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December 2021;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITE) Clearance Certificate valid till 31<sup>st</sup> 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 Federal Government College, Okigwe 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 the bid are true and correct in all particulars;

(h) Company's Audited Accounts for the last three (3) years – (2018,2019,2020);

(i) Reference Letter from a reputable commercial bank 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 a least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates. Works: List of Equipment with proof of Ownership/Lease Agreement;

(l) 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) COLLECTION OF TENDER DOCUMENTS**

The Standard Bidding documents are to be collected from VICE-PRINCIPAL (SPECIAL DUTIES) OFFICE between the working hours of 08:00 am and 04:00 pm daily from the date of this publication upon the payment of a non-refundable tender fee of N10,000.00 into the Federal Governments College Okigwe's TSA account in any reputable commercial bank in Nigeria and presented a copy of College's receipt.

#### **(5) SUBMISSION OF DOCUMENTS**

Completed tender documents should be in two Hard copies (Marked "Original" & "Copy") each for both Technical & Financial Bids with Soft copy of Financial bid only, packaged in two separated wax-sealed envelopes clearly marked at the top right corner of each envelope stating the title of the project i.e. "TFXHNICAL BIDS FOR LOT 1:" & "FINANCIAL BIDS FOR LOT 1:" and at the reverse side the name of the company should be boldly written. Both envelopes shall then be put in a larger

envelope clearly marked at the top right corner stating the title of the project and be left in the appropriate Tender Box at VICE PRINCIPAL (SPECIAL DUTIES) OFFICE to be addressed to:

The Principal Federal Governments College, Okigwe, Imo State

The submission should be made **not later than** 12:00 noon on Thursday 29 July 2021. Late bids will be returned unopened. Please make sure you signed Bid Submission Register at VICE-PRINCIPAL (SPECIAL DUTIES) OFFICE, at Federal Government College, Okigwe, and note that the college will not be held responsible for misplaced or wrongly submitted Bids.

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

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon on Thursday 29 July 2021** in the College's Hall. For further inquiries, please contact the Vice Principal, Special Duties on 08034515970

#### **(7) PLEASE NOTE THAT**

- (i) All submissions must be made only in English Language
- (ii) Any bid received after the deadline for submission shall be returned unopened.
- (iii) Certificate may be referred to the respective Issuing authority for verification and authentication.
- (iv) Contractors are not permitted to bid for more than one (1) lot. Any bidder that violates these rules shall be disqualified.
- (v) Technical and financial bids enclosed in one and same single envelope that will expose the technical and financial bids at the same time of opening shall be disqualified.
- (vi) Standard Bidding Documents can also be collected in Soft copies and Bidders can submit through post (Courier Service).

(vii) Presence of bidders/ representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines.

(viii) (ix) 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.

(ix) The Submission that does not meet up the requirement specified above shall be disqualified;

(x) This advertisement is published for information purposes and will not be construed as a commitment or obligation on the part of FGC, Okigwe, Imo State to award these contracts.

(xi) FGC, Okigwe, Imo State 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**

**FEDERAL GOVERNMENT COLLEGE OKIGWE, IMO STATE**