

NATIONAL LIBRARY OF NIGERIA

PLOT 274 SANUSI DANTATA HOUSE, CENTRAL BUSINESS DISTRICT, ABUJA

INVITATION TO TENDER FOR THE IMPLEMENTATION OF 2018 CAPITAL PROJECTS

NATIONAL LIBRARY OF NIGERIA

(1.0) INTRODUCTION

The National Library of Nigeria in compliance with the provisions of the Public Procurement Act, 2007, wishes to invite seasoned and qualified contractors to submit bids for the under listed Capital Project as appropriated in the 2018 Appropriation Act.

(2.0) SCOPE OF WORK

CATEGORY B: GOODS

Lot 2M	Procurement and Installation of Digitization Scanners and Subscription to Online Database
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(3.0) ELIGIBILITY REQUIREMENTS:

Interested and competent contractors, suppliers wishing to carry out this required to submit their Company profiles, which shall include the following:

- (i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including forms CAC 02 & 07
- (ii) Evidence of filing Company's Annual returns to CAC for year 2017;
- (iii) Evidence of Tax clearance Certificates for the past three years (2015, 2016 and 2017) valid till 31 December 2018;
- (iv) Evidence of Current certificate of Compliance by National Pension Commission (PENCOM) valid till 31 December 2018.

(v) Evidence of current certificate of compliance by the Industrial Training Fund (ITF) valid till 31 December 2018;

(vi) National Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31 December, 2018;

(vii) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid Certificate issued by BPP;

(viii) Company Audited Accounts for the immediate past three (3) years (2015, 2016, 2017) duly stamped and signed by a reputable Audit firm.

(ix) Evidence of financial capability to execute the project by submission of reference letter from a reputable bank indicating willingness to provide credit facility for the execution of the project if awarded.

(x) A sworn Affidavit certifying that

The company is not in receivership and/or the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings.

The company has no Director/Partner who has been convicted by any court in Nigeria or any other country for criminal offences in relation to fraud or financial impropriety.

Sworn Affidavit disclosing whether or not any officer of the relevant committees of the National Library of Nigeria 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.

(Note: All Affidavit submitted must be deposited as described and properly addressed to National Library of Nigeria, any affidavit that predate this advert will be rejected)

(xi) Verifiable documentary evidence of at least three (3) similar jobs executed in the Last five (5) years including letter of awards, Valuation Certificates, Job Completion Certificate and Photographs of the projects.

(xii) Company profile with CV's of key professionals including photocopies of relevant academic and professional qualifications with attestation of availability and contact phone numbers. (Evidence of registration with relevant regulatory professional bodies) e.g. ARCON, COREN, QSRBN etc.

(xiii) All documents for submission shall be transmitted with a covering letter under the firm's Letterhead Paper bearing among others, the Registration Number (RC) as issued by the corporate affairs commission (CAC) Contact addressed, Telephone Number (preferably GSM No.) e-mails address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the company at the bottom page, duly signed by an authorized officer of the firm.

(4.0) COLLECTION OF TENDER DOCUMENTS

Interested Contractors are to collect tender documents from the Procurement Unit of the National Library of Nigeria at Plot 274 Sanusi Dantata House, Central Business District Abuja within the working hours of 9am -4pm, Monday – Friday upon the payment of a non-refundable tender fees of N10,000.00 per Lot. The payment should be made in favour of FGN- National Library of Nigeria through the Remita e-Collection Platform 1000073094.

(5.0) SUBMISSION OF TENDER DOCUMENTS:

(i) Prospective bidders are to submit their documents (Both Techno and financial Bids) in two separate envelopes enclosed in one big envelope clearly stating the Project Name and Lot Number at the top right hand corner of the envelope and addressed to;

The National Librarian/ Chief Executive Officer,

Attention:

The Head of Procurement Unit,

National Library of Nigeria,

Plot 274 Sanusi Dantata House, Central Business District, Abuja.

(ii) The documents should be deposited in the Tender Tamper Proof – Box at the Procurement Unit of National Library of Nigeria on the ground floor, Plot 274 Sanusi Dantata House, Central Business District Abuja within the working hours of 9am – 4pm, Mondays – Fridays.

(iii) Company's name should be written on the reverse side of the envelope

(iv) The deadline for submission is **12:00 noon on Monday, 25 February, 2019.**

(6.0) BID OPENING

The technical bids opening will commence immediately after the deadline for submission **at 12:00 noon on Monday, 25 February, 2019** at the Board Room (First Floor) of National Library of Nigeria at Plot 274 Sanusi Dantata House, Central Business District, Abuja.

All bidders or their representatives, relevant professional bodies, NGOs and the general public are invited to witness the public bid opening exercise.

(7.0) ADDITIONAL INFORMATION

(7.1) The National Library shall verify any or all the claims made by bidders and shall disqualify any company whose claims are found to be false in addition to other sanctions that may be deemed necessary.

(7.2) Bidders who have worked for National Library and have history of poor performance, abandonment, termination and/or prolonged contract execution period need not to apply.

(7.3) National Library is not bound to accept the lowest quotation that is not responsive.

(7.4) Only successful bidders from the Technical Evaluation will be invited for financial bid opening.

(7.5) All envelopes must be properly addressed sealed. Any envelope not properly addressed including Lot number and project title will be returned un-opened.

(7.6) All submission pages must be duly numbered and initialed by the company

(7.7) Submission must be made only in English Language.

(7.8) Note that tender documents not clearly photocopied will be rejected/ disqualified.

(7.9) This advertisement (Lot) supersedes the one that was previously advertised among other Lots on 20 August, 2018.

(8.0) DISCLAIMER

(8.1) This announcement is published for information purpose only and does not constitute an offer by the Tender Board of the National Library of Nigeria to transact with any party for the projects, nor does it constitute a commitment or obligation on the part of the Tenders Board to procure concession Services.

(8.2) The Tenders Board will not be responsible for any cost or expenses incurred by any interested party(ies) in connection with response to this invitation and or the preparation or submission in response to an inquiry.

(8.3) The Tenders Board is not bound to shortlist any contractor and reserves the right to annul the selection process at any time without incurring any liabilities and assigning any reason thereof.

SIGNED:

NATIONAL LIBRARIAN/CHIEF EXECUTIVE OFFICER.

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