

## **LAGOS UNIVERSITY TEACHING HOSPITAL**

**PRIVATE MAIL BAG 12003, LAGOS, NIGERIA**

### **INVITATION TO TENDER FOR THE SUPPLY OF MOTOR VEHICLES LAGOS UNIVERSITY TEACHING HOSPITAL**

The Lagos University Teaching Hospital, Idi-Araba was established for patient care, training and research. The Hospital intends to procure Motor Vehicles for utility services.

Experienced and Competent contractors/suppliers are invited to submit bids for the supply of the motor vehicles.

#### **ELIGIBILITY REQUIREMENTS**

The Technical Tender documents must include:

- (1) Formal Application duly signed
- (2) Company profile indicating the Management profile, including the names and professions of the Top Management Staff
- (3) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7
- (4) Evidence of Tax clearance for three (3) years valid till December, 31 2018
- (5) Company Audited Account for three (3) years
- (6) Evidence of current Pension compliance Certificate valid till December, 31 2018
- (7) Industrial Training Fund (ITF) Compliance Certificate valid till December, 31 2018
- (8) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December, 2018
- (9) Verifiable documentary evidence of at least three (3) similar jobs in the last five (5) years including Letter of Awards, Valuation Certificates and Job Completion Certificates.

(10) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2018 or valid Certificate issued by BPP

(11) Evidence of Financial capability to execute including reference letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed.

(12) Tender fees should be paid into Hospital Treasury Single Account which should be presented in the Hospital's Cash Office.

(13) Only Companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorized representatives should bid for the procurement.

(14) Current sworn affidavit disclosing;

(i) Whether or not any officer of the relevant committees of 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

(ii) That the Company is not in receivership, insolvent or bankrupt

(iii) That the Company does not have any Director who has ever been convicted by any court in Nigeria or any other Country for criminal offence in relation to fraud or financial impropriety

(iv) A sworn affidavit confirming that all information presented in the bid are true and correct in all particulars.

## **COLLECTION OF TENDER DOCUMENTS**

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Head, Procurement Division, Room 04, Third floor, Health Records Officers Registration Board of Nigeria Building, LUTH on evidence of payment of a non-refundable fee of N10,000.00 paid into the Lagos University Teaching Hospital's Remita account.

## **Submission of Tender Documents**

Prospective bidders are to submit 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 Chief Medical Director, Lagos University Teaching Hospital, Idi-Araba**, and clearly marked with 'Tender for the

Supply of Motor Vehicles”. Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and dropped in the designated Tender Box in the office of the Head, Procurement Division. Room 04, Third floor. Health Records Officers Registration Board of Nigeria Building, LUTH, **not later than 12.00noon on 24 December, 2018.**

## **OPENING OF BIDS**

The Technical Bids will be opened immediately after the deadline **on 24 December, 2018 at 12 noon** in Old Board Room, Lagos University Teaching Hospital in the presence of the bidders and their representatives while the Financial bids will be kept un-opened. Please ensure that you sign the bid submission register in the office of the Head, Procurement Division, Room 04, Third floor, Health Records Officers Registration Board of Nigeria Building, LUTH, as the Hospital will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the “Head, Procurement Division” on email address: [ayodejioginni@gmail.com](mailto:ayodejioginni@gmail.com).

## **GENERAL INFORMATION**

- (a) Bids must be in English Language and signed by an official authorized by the bidder;
- (b) Bids submitted after the deadline fa- submission would be returned un-opened
- (c) All costs will be borne by the bidders
- (d) All pre-qualified bidders will be contacted at a later date for the financial bid opening, while bids unsuccessful will be returned un-opened
- (e) The Lagos University Teaching Hospital, Idi-Araba is not bound to prequalify 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**

**CHIEF MEDICAL DIRECTOR**