

ABIA STATE POLYTECHNIC ABA

P.M.B 7166, ABA

**INVITATION TO TENDER FOR YEAR 2016 TERTIARY EDUCATION TRUST FUND
INTERVENTION IN LIBRARY DEVELOPMENT ABIA STATE POLYTECHNIC ABA**

(1) INTRODUCTION

The Abia state Polytechnic Aba Invites competent contractors/Suppliers to Tender for the following YEAR 2016 TETFUND INTERVENTION IN LIBRARY DEVELOPMENT PROJECTS as follows:

(2) SCOPE OF SUPPLIES/SERVICE

LOT	DESCRIPTION OF PROJECTS	TETFUND CODE
1	Procurement of various assorted books and Journals	TETF/POLY/ABA/LIB/16/01 & TETF/POLY/ABA/LIB/16/02
2	(a) Procurement of 1nr Canon Scanner Image Formular DR-F 120 Scanner, Flatbed & ADF Scanner 600x600 DPI:	TETF/POLY/ABA/LIB/16/03
	(b)Procurement of 2nr Canon Colour Scanner LIDE 120 Flatbed 2400 x 4800D P148-BTT;	TETF/POLY/ABA/LIB/16/04
	(c) Procurement of 20nr APC Powers urge Extension Box;	TETF/POLY/ABA/LIB/16/05
	(d) Procurement of 1nr ACER X118H DLP Projector 3600 lumens 800x500+120x120 Electronic Motorized Projector Screen;	TETF/POLY/ABA/LIB/16/06

	(e) Procurement of 1nr LaserJet PRO MFP (125a) HP Printer;	TETF/POLY/ABA/LIB/16/07
	(f) Procurement 3nr Permaplus Spine Labels (25x38mm)	TETF/POLY/ABA/LIB/16/08
	(g) Procurement of 4nr Book Packet, Laser Printable 216x76mm	TETF/POLY/ABA/LIB/16/09
	(h) Procurement of 5nr Cards: Laser Printable 5x3, 500PER Packet;	TETF/POLY/ABA/LIB/16/10
	(i) Procurement of 2nr Pressure Sensitive Machine;	TETF/POLY/ABA/LIB/16/11
	(j) Procurement of 4nr OX industrial Fan 18"	TETF/POLY/ABA/LIB/16/13
	(k) Procurement of 30nr Library Furniture	TETF/POLY/ABA/LIB/16/14
	(l) Binding of 500nr Newspaper	TETF/POLY/ABA/LIB/16/15
3	Software Development: Design and Development of an Enterprise Library Cataloguing indexing and Management System.	TETF/POLY/ABA/14-16/12

(3) MANDATORY REQUIREMENTS

(i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;

(ii) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2018;

(iii) Evidence of current Pension Compliance Certificate valid till 31st December, 2018;

(iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2018;

(v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2018;

(vi) 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.

(vii) Sworn Affidavit:

- Disclosing whether or not any officer of the relevant committees of the Abia State Polytechnic Aba 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;
- That the Directors of the Prospective contractual company has/have never been convicted by any court of law.
- That neither the company nor any of the company's directors is bankrupt
- That the company is not in receivership

(viii) Company's Audited Accounts for the last three (3) years-2015, 2016, 2017.

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

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

(xi) 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;

(xii) Lot 2: Evidence of Authorisation/Dealership issued by the Original Equipment Manufacturer.

(xiii) Lot 3: Evidence of membership of Computer Professionals Registration Council of Nigeria (CPN) and Firm's registration with National Information Technology Development Agency (NITDA);

(xiv) 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 authorised officer of the firm.

(4) COLLECTION OF TENDER DOCUMENTS

Contractors are to collect Tender documents from the office of Director Directorate of Physical Planning Abia State Polytechnic upon payment of a Non-Refundable Tender fees of N10,000.00 (Ten Thousand Naira) only per lot to Abia State Polytechnic Bursary Dept.

(5) SUBMISSION OF TENDER DOCUMENTS

Two(2) copies (each) of both Technical and Financial Bid Documents must be in two different sealed envelopes tagged "Technical Bid" and "Financial Bid" respectively with the company's name and must be addressed to 'The Registrar, Abia State Polytechnic, Aba, Abia State. The Document should be dropped in a tamper proof box provided at the office of the Director, Directorate of Physical Planning (DPP) of Abia State Polytechnic, Aba. Please note that the two copies of Technical Bid Documents should be bound with a table of contents in order of listing above. **DEADLINE FOR SUBMISSION:** All Tender Documents shall be submitted **not later than 12:00 noon, Monday, 11 March, 2019.**

(6) OPENING OF TENDER DOCUMENTS:

Only the Technical Bids shall be opened immediately after the deadline for submission at **12:00 noon, Monday, 11 March, 2019** at the Council Chambers of Abia State Polytechnic, Aba. All bidders are expected to attend. Interested Members of the Public and Private Sector

Professionals in the construction industries, Non-Governmental Organizations and Journalists are invited to witness the opening.

(7) PLEASE NOTE:

(a) The participation in the bid process does not guarantee any contractor or bidder the right to be selected or awarded any contract.

(b) That by the submission of tender documents, Abia State Polytechnic Aba is neither committed nor obligated to award any contract to a Contractor /Supplier/Agency.

(c) That this advertisement for invitation to tender should neither be misconstrued as commitment on the part of the Polytechnic nor should it entitle any Contractor/Company to make any claims whatsoever and /or seek any indemnity from the Polytechnic.

(d) Abia State Polytechnic Aba reserves the right to reject any or all bids of interest and to terminate the procurement process at any time without any liability to the Polytechnic. Any bid submitted after the closing time and date shall be returned un-opened.

(e) Only prequalified bidders shall be invited for financial bid opening at a later date, while the financial bids of unsuccessful bidders shall be returned un-opened.

(g) If at any material time during the procurement/consideration process, it is discovered that the submission made by any contractor is invalid/fake, the Contractor will be automatically disqualified.

ENQUIRIES: All enquiries should be directed to the Director of Physical Planning (DPP) of Abia State Polytechnic Aba.

SIGNED:

REGISTRAR