

UNIVERSITY OF BENIN TEACHING HOSPITAL

P.M. B. 1111, BENIN CITY

NIGERIA

INVITATION TO TENDER/INVITATION FOR PREQUALIFICATION FOR EXECUTION OF PROJECTS IN THE HOSPITAL, UNIVERSITY OF BENIN TEACHING HOSPITAL

(1.0) INTRODUCTION

The University of Benin Teaching Hospital, a leading healthcare institution in Nigeria hereby invites experienced and competent contractors/suppliers to bid/submit prequalification documents for execution of some projects in the Hospital.

(2.0) SCOPE OF WORKS/JOBS

(2.1) PROJECTS FOR INVITATION TO TENDER

The invitation to Tender applies to the following projects:

LOT NO	PROJECT DESCRIPTION
1	Supply and Installation of Digital X-ray Machine
2	Supply and Installation of Endoscopy Machine
3	Supply of UPS for X-ray Machine
4	Supply of 500 KVA Generator
5	Supply of Menstrual Cup for Women
6	Supply and Installation of Dialysis Machine
7	Supply and installation of Doppler ultrasound Machine with Cardiac Probe (Echocardiograph)
8	Supply and Installation of oxygen Plant Air Compressor
9	Supply and Installation of Automatic Tissue Processor
10	Supply and Installation of Histology Autostainer
11	Construction of Proposed Building for Corporate and Amenity Medical Complex

12	Construction of Proposed Building Complex for NHIS Services
13	Supply of Refuse Truck

(2.2) PROJECT FOR INVITATION FOR PREQUALIFICATION

The invitation for prequalification applies to the following project:

LOT NO	PROJECTS DESCRIPTION
14	SUPPLY AND INSTALLATION OF LITHOTRIPSY UNIT

(3.0) ELIGIBILITY CRITERIA/PRE-QUALIFICATION DOCUMENTS

Firms interested in bidding for any of the lots should possess the following eligibility/prequalification requirements:

- (i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;
- (ii) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years (2015, 2016 & 2017) valid till 31 December, 2018;
- (iii) Evidence of current Pension Compliance Certificate valid till 31 December, 2018;
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2018;
- (v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 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 University of Benin Teaching Hospital or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder, that the company is not bankrupt, in receivership or under liquidation or involved in any litigation which can potentially affect the company's ability to effectively discharge their responsibility if engaged and to confirm that all information presented in its bid are true and correct in all particulars;
- (viii) Company's Audited Accounts for the last three (3) years – (2015, 2016 & 2017);

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

(x) 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;

(xi) Only local manufacturers/assemblers of vehicles approved by the National Automotive Design and Development Council or their authorized dealers are eligible to bid for lot 13 (Supply of 1 No. Refuse Truck);

(xii) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications (Lot 11 & 12: COREN, QSRBN. ARCON. CORBON etc.);

(xiii) 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;

(xiv) List of Plants/Equipment with proof of Ownership/Lease (Lot 11 & 12);

(xv) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (all the eligibility requirements are compulsory for each JV partner)

(xvi) 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.

These documents are to be arranged in the order in which they are listed

(4.0) COLLECTION OF TENDER/PREQUALIFICATION DOCUMENTS

Prospective bidders are to collect the Standard Bidding Documents/Prequalification Documents from Room 12. Procurement Division. Administrative Block (Laundry Extension). UBTH Ugbowo. Benin City from the date of publication of this advertisement between the hours of 9:00am and 4:00pm. Evidence of payment of non-refundable fee of N10,000.00 (ten thousand naira) only per lot made through the Remita Platform to the University of Benin Teaching Hospital at any Commercial Bank in Nigeria must be presented before collection of the Tender Documents. Please note that bidders for Lot 14 are not required to pay for collection of tender document except when prequalified.

(5.0) SUBMISSION OF TENDER/ PREQUALIFICATION DOCUMENTS

For Lots 1-13, tender documents are to be enclosed in two separate envelopes, one to contain the Technical Bid and boldly marked '**Technical Bid**' on the top right corner, and the other to contain the Financial Bid and boldly marked '**Financial Bid**' on the top right corner. The two envelopes are to be placed in one large envelope showing the lot number of the project for which the bid is submitted and addressed to:

The Chief Medical Director.

University of Benin Teaching Hospital

P.M B. 1111, Benin City.

The envelopes are to be submitted in a Tamper Proof Tender Box in Room 12, Procurement Division, UBTH Benin. Please note that prospective bidders for Lot 14 are only required to enclose the prequalification documents listed in Section 3.0 above in a wax-sealed envelope addressed to the Chief Medical Director as indicated above. This should be submitted at same address indicated above for submission of tenders. Bidders are to ensure that they sign the bid submission register at the point of submission and obtain a bid submission receipt, as the UBTH will not be held liable for misplaced or wrongly submitted bids.

Deadline for submission of prequalification documents for Lot 14 is **at 12:00Noon Tuesday 2 October, 2018**, while deadline for submission of bids for Lots 1-13 is **at 12:00Noon Monday 29 October, 2018**. Prequalification documents/bids received after the respective deadlines stated shall not be considered. All submissions must be made in English Language.

(6.0) OPENING OF BID

For Lot 14, the prequalification documents shall be opened immediately following the deadline for submission at **12:00Noon Tuesday 2 October, 2018** at the VIP Lounge, Catering Department, UBTH, Benin City. For Lots 1-13, the technical bids will be opened immediately following the deadline for submission **on 12:00Noon Monday 29 October, 2018** at the VIP Lounge, Catering Department, UBTH, Ugbowo, Benin City. Bidders or their representatives, Civil Society Organizations, Non-Governmental Organizations and other interested members of the public are invited to witness the opening of the technical bids. Prequalified bidders shall be notified in writing to tender for project Lot 14 on a later date.

(7.0) ADDITIONAL INFORMATION

(a) Project lots 1-6 & 14 are to be funded with FGN Capital Appropriation for 2018; project lot 12 is to be funded with the anticipated NHIS Intervention Fund; project lots 7-11 & 13 are to be funded with internally generated revenue (IGR).

- (b) Certificates and other documents may be referred to the respective issuing authority for verification and authentication.
- (c) Prospective bidders for Lots 1-13 should note that enclosure of Technical and Financial bids in one and same envelope which will result to exposure of the financial bid at the time of technical bid opening will result to automatic disqualification
- (d) Submissions that do not meet up with the requirements specified above shall be rejected.
- (e) Evaluation of bids and prequalification documents shall be strictly based on the requirements specified above.
- (f) This advertisement should not be construed as a commitment or obligation on the part of the UBTH Benin to award these contracts.
- (g) The UBTH is not bound to consider any bid and reserves the right to reject all bids at any time prior to the acceptance of a bid or cancel the procurement proceeding in the public interest
- (h) For Lots 1-13, only firms whose technical bids fulfill the minimum requirements would have their financial bids considered.
- (i) The University of Benin Teaching Hospital is not obliged to award the contracts to the lowest cost bidder,
- (j) Due diligence exercise shall be conducted to verify all the claims made by bidders.

For further enquiries/clarification on the advertisement, please contact the Head, Procurement Division UBTH on hodprocurement@gmail.com

SIGNED

O.S AIGHEYISI

FOR: CHIEF MEDICAL DIRECTOR