

Overview

NNAMDI AZIKIWE UNIVERSITY TEACHING HOSPITAL, NNEWI, ANAMBRA STATE

INVITATION TO TENDER NNAMDI AZIKIWE UNIVERSITY TEACHING HOSPITAL, NNEWI, ANAMBRA STATE

(1.0) INTRODUCTION

In Compliance with the Public Procurement Act 2007. The Nnamdi Azikiwe University Teaching Hospital. – Nnewi Anambra State invites interested competent, reputable and qualified service providers to submit Technical and Financial bid documents for the provision of the under-listed services.

Lot No.	Non-Consultancy Services 1
NAUTH/2020/Lot 1	Provision of Security Services at NAUTH Nnewi including Permanent site
NAUTH/2020/Lot 2	Provision of Security Services at NAUTH Nnewi out stations (GEC Onitsha, Trauma center Oba, Community Health centers at Urnunya, Neni, Ukpo and Awka)
NAUTH/2020/Lot 3	Provision of Cleaning and waste disposal services at i NAUTH Nnewi

NAUTH/2020/Lot 4	Provision of Cleaning and waste disposal services at NAUTH Permanent Site
NAUTH/2020/Lot 5	Provision of Cleaning and waste disposal services at N Alf IH out stations (GEC Onitsha, Trauma center Oba, Community Health centers at Umunya, Neni, Ukpo and Awka)
NAUTH/2020/Lot 6	Provision of Laundry services at NAUTH Nnewi and its out stations (GEC Onitsha. Trauma center Oba, Community Health centers at Umunya, Neni, Ukpo and Awka)

SCOPE OF SERVICES

Lot 1: The services involve provision of security guards to protect all NAUTH Board's assets in the main Hospital. They shall also provide Patrol and surveillance services to enforce compliance with NAUTH regulations.

Lot 2: The services involve provision of security guards to protect all NAUTH Board's assets at all the hospital annexes. They shall also provide Patrol and surveillance services to enforce compliance with NAUTH regulations.

Lot 3,4, and 5: The services involve cleaning of clinics, wards, laboratories, offices, classrooms, hostels etc. refuse disposal, horticulture works and weeding of grass at the main Hospital.

Lot 6: The services involve collection of Hospital dirty Linens in the main Hospital and its annexes, washing, stain removing, ironing and return same to the department/Units.

(3.0) ELIGIBILITY REQUIREMENTS

- (i) Interested firms should submit two (2) bound Technical and Financial bids documents duly signed, paginated, separated by dividers and arranged in the order outlined below:
- (ii) Evidence of Company Registration with Corporate Affairs Commission (CAC) including form CAC 1.1 or CAC2 and CAC7
- (iii) Evidence of Company incomes Tax clearance certificate for the last three (3) years valid till 31 December, 2020
- (iv) Evidence of current Pension Compliance Certificate valid till 31 December 2020
- (v) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December 2020
- (vi) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) compliance certificate valid 31 December 2020
- (vii) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31 December, 2020 or valid certificate issued by BPP
- (viii) Current Sworn Affidavit disclosing:
 - (a) Disclosing whether or not any officer of the relevant committees of the Nnamdi Azikiwe University Teaching Hospital or the Bureau of Public Procurement is a former or present Director or 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;
 - (b) The firm is not in receivership, insolvent, and/or bankrupt
 - (c) The firm does not have any Partner who has ever been convicted in any court for a criminal offence in relation to Fraud or Financial Impropriety
 - (d) That the documents submitted for bidding are true and correct in all particulars

(ix) Company's Audited Accounts for the last three (3) years (2017,2018. 2019).

(x) 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;

(xi) Company Profile with the Curriculum Vitae of key staff to be deployed for the project including copies of their Academic/Professional qualifications and equipment owned or leased.

(xii) Evidence of License as Private Guards Company with Nigeria Security & Civil Defense Corps in case of Lot 1 and 2

(xiii) Evidence of certificate of registration with Environmental Health Officers Registration Council of Nigeria for Lot 3, 4 and 5

(xiv) Verifiable documentary evidence of three (3) similar jobs in an institution executed or ongoing in the last five (5) years including letters of awards, Job Completion Certificates.

(xv) List of plant and equipment with proof of Ownership/Lease (where applicable)

(xvi) For Joint Venture/Partnership. Memorandum of Understanding (MoU) should be provided (All the eligibility requirements are compulsory for each JV partner).

(xvii) All documents for submission must be transmitted with a covering/forwarding letter under the company's/firm letter head paper bearing amongst others, the Registration Number(RC) as Issued by the Corporate Affairs Commission (C AC). 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

(4.0) COLLECTION OF THE TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) at the office of the Head of Procurement Unit, NAUTH, Nnewi on evidence of payment and presentation of the original copy of receipt of a non-refundable tender fee of ten thousand naira (N10, 000.00) only per Lot payable to **Nnamdi Azikiwe University Teaching Hospital Nnewi Treasury Single Account (TSA) through Remita account number 0250189461018** in any reputable commercial bank of Nigeria.

(5.0) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the desired Lot, one (1) original and two (2) hard copies each of the

Technical and Financial bids with softcopy 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 envelopes together in a bigger envelope addressed to the Chief Medical Director. NAUTH. Nnewi. Anambra State and clearly marked with the name of the project and the Lot. Furthermore the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the office of the Chief Medical Director. Nnewi, Anambra State not later than **12:00noon on Monday, 12 October 2020**

OPENING OF TECHNICAL DOCUMENTS

Only the technical bid will be opened immediately after the deadline for submission at **12 00 noon on Monday 12 October, 2020** at the Theater Complex of NAUTH. Nnewi. Anambra State. While the Financial bids will be kept un-opened. Please ensure that you sign the submission register as the Hospital will not be held liable for misplace or wrongly submitted bids. For inquiries, contact the Head of procurement on **sunnyokpali@yahoo.com**

(7.0) GENERAL INFORMATION

(i) Bids must be in English Language and signed by an official authorized by the bidder

(ii) Bids submitted after the deadline for submission would be returned un-opened

(iii) Bidders should not bid for more than two (2) Lots

(iv) All cost will be borne by the bidders

(v) Bidders are executed from the bid opening, which will be attended by officials of private sector professional organization and CSOs in the area of Anti-corruption/transparency. The event will be captured on video and can be provided to bidder on request.

INVITATION TO TENDER

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