

The Federal Polytechnic

P.M.B 0231, Bauchi

Invitation for Expression of Interest for Architectural Consultancy Services for Tetfund Normal and Special Interventions Projects

The Federal Polytechnic, Bauchi wishes to engage the services of Architectural Consultants for its TETfund Normal and Special Interventions projects: Interested competent Architectural Consulting Firms with relevant cognate experience are hereby invited to express interest by submitting pre-qualification documents arranged and page-numbered in this order

- (a) Evidence of incorporation registration with Corporate Affairs Commission (CAC) with Forms CO2 and CO7 containing list of Directors and Shareholders.
- (b) Company Tax Clearance Certificate for year 2011, 2012 and 2013.
- (c) Evidence of Certificate of Compliance with National Pension Commission (PENCOM).
- (d) Evidence of compliance with industrial Training Fund (ITF) Act.
- (e) Evidence of registration with ARCON.
- (f) Evidence of current Practice License.
- (g) Detailed Company profile indicating full location address e-mail and contact number(s), curriculum Vitae of key staff with academic and professional certificates list of relevant equipment, list of verifiable and completed executed on-going services in the last five (5) years with evidences and a written attestation to the availability of the listed staff and equipment to execute the work in that order.
- (h) Evidence of VAT registration and of remittance.
- (i) Company Audited Account for year 2011, 2012 and 2013.
- (j) Evidence of financial capability and letter of reference from a reputable bank.

(k) Sworn Affidavit that none of the Directors of the firm has been convicted in any Country for any Criminal offences relating to fraud or financial impropriety.

(l) Sworn Affidavit on whether any officer of the Federal Polytechnic Bauchi is a former or present Director, shareholder or has any pecuniary interest in the company.

(m) Evidence of community social responsibility if available.

Submission and Opening of Pre-Qualification Documents

Pre-qualification documents in wax-sealed envelope with 'pre-qualification for Architectural Services' written at the top right corner should be addressed and submitted to the Registrar, **Federal Polytechnic, Bauchi at Room 25, the Central Administrative Building not later than 12noon 12th January, 2015.**

The pre-qualification bids will be opened on **12th January, 2015** at the Council Chamber of the Institution at **12:15pm**. All interested consultants that applied and other relevant stakeholders are invited to attend the opening.

Please note:

(a) The submission of pre-qualification documents should not be construed as a commitment by the Institution nor shall it entitle any Consultant or his agent to make any claims whatsoever or seek any indemnity.

(b) All submitted relevant information may be subjected to physical verification and original documents may be requested for sighting.

(c) Architectural firms that applied earlier and were pre-qualified need not apply.

Haj. Rakiya Arabi (Mrs.)

Registrar and Secretary to the Council