

Institute for Agricultural Research

Ahmadu Bello University, Zaria

Invitation for Expression of Interest for Consultancy Services

The Institute for Agricultural Research, Ahmadu Bello University, Zaria wishes to invite qualified and experienced Consultants for Expression of Interest (EOI) for the purpose of providing Consultancy Services for Construction Works and other services in the Institute.

The Consultancy Services required are in the following areas:

1. Architectural Services
2. Civil/Structural Engineering Services
3. Electrical/Mechanical Services
4. Quantity Surveying Services
5. Other Services

Interested Consultancy firms must meet the following requirements:

1. Evidence of Incorporation and registration with Corporate Affairs Commission, (CAC)
2. Company's tax clearance certificate for the preceding three (3) years i.e. 2010-2012
3. Company's Audited Accounts for the last three (3) years including annual turnover
4. Evidence of Payment of ITF employers' contribution.

5. Evidence of registration of the firm with relevant professional bodies.

Submission of Expression of Interest (EOI)

In addition to the above requirements, the document should include.

- a) Profile of the firm/consortium including ownership/partnership structure
- b) List of similar verifiable and successfully completed or on-going projects. Enclose copies of letters of award interim payment certificates and practical completion certificates, in the last three years.
- c) Evidence of VAT Registration
- d) Evidence of payment of training contribution to ITF (Industrial Training Fund)
- e) Evidence of registration with Financial Reporting Council of Nigeria (FRC)
- f) Evidence of experience in jobs of similar nature and completely executed within the last three (3) years with verifiable letters of contracts award
- g) Audited Accounts for the last three (3) duly stamped by licensed Auditors.
- h) Full account details including SORT Code
- i) Evidence of financial capability/reference letter from a reputable bank
- j) Evidence of Registration with relevant Professional Bodies such as COREN, ARCON, OSREN etc.
- k) Possession of satisfactory Quality Assurances/Quality Control Manual.

The Expression of Interest must be submitted in (2) copies in a sealed envelope clearly marked “Expression of Consultancy Services” as stated above.

The Expression of Interest should be addressed to:

The Institution Secretary,

Institution for Agriculture Research,

Ahmadu Bello University,

Zaria

It should be submitted in the Institution Secretary Office not later than **12.00noon, 1st April, 2013.**

Signed:

Institute Secretary