

University of Jos, Nigeria

Office of the Registrar

Invitation for Expression of Interest for Consultancy Services

The University of Jos wishes to invite qualified and experienced Consultants for Expression of Interest (EOI) for the purpose of providing Consultancy Services for Construction Works in the University.

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

Interested Consultancy firms must meet the following requirements:

- i. Evidence of incorporation and registration with Corporate Affairs

Commission (CAC).

- ii. Company's tax clearance certificate for the preceding three (3) years i.e. 2010-2012.
- iii. Company's Audited Accounts for the last three (3) years including annual turnover.
- iv. Evidence of payment of ITF employer's contribution.

- v. Evidence of registration of the firm with the 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 five (5) years (i.e. 2007 to date only).
- c) Evidence of having handled project(s) of N250 million and above.
- d) Evidence of core business and years in business.
- e) Administrative and Financial Strengths
- f) List of key managerial, technical and administrative staff of the company. This should include names, qualifications, curriculum vitae and copies of certificates and professional certificates of registration.
- g) Having fulfilled its entire obligation to pay taxes, Company Income Tax, Education Tax, ITF Tax, Pensions, and Social Security Contributions as contained in Section 16 Subsection 6 (d) of the Public Procurement Act 2007.
- h) Proof of alliances/partnerships (if applicable)
- i) VAT registration with evidence of remittances in the last three (3) years.
- j) A sworn affidavit indicating that all documents submitted are genuine, verifiable and that, no officer of the University has a pecuniary interest or is a former, present director or shareholder in the company.
- k) Evidence of community social responsibility (if any).

The Expression of Interest must be submitted in two (2) copies in a sealed envelope clearly marked “Expression of Consultancy Services” for any one or more services as stated above.

The Expression of Interest should be addressed to:

The Registrar

University of Jos

P M B 2014

Jos, Nigeria

It should be submitted in the Registrar's Office, Room 94, Bauchi Road Campus not later than 26th March 2013 by 10.00 a.m.

The documents shall be opened on that same day in the Senate Chambers, Bauchi Road Campus, University of Jos. All applicants are invited to attend the meeting for the opening of the documents.

Jilli-Dandam D. Esq.

Registrar