

Jos University Teaching Hospital

P.M.B 2076, Jos, Plateau State

Invitation for Expression of Interest for the Provision of Cleaning/Porter Services in the Hospital

Introduction

Jos University Teaching Hospital invites interested, competent, reputable contractors and suppliers to apply for expression of interest by submitting the required information as well as comply with all other prerequisites for the provision of cleaning/porter services in the hospital.

REQUIREMENTS

Potential companies/contractors are required to submit the under-listed verifiable documents, which shall **be** used as criteria for preliminary selection.

MANDATORY REQUIREMENTS:

- (a) Evidence of company registration with the Corporate Affairs Commission.
- (b) Evidence of Tax Clearance Certificate for the last 3 years (i.e. 2013, 2014 and 2015) duly stamped.
- (c) Company's audited Accounts for the last three years (2013, 2014, 2015).
- (d) Compliance with the Industrial Training Fund Amendment Act, 2011 by inclusion of current compliance certificate from ITF.
- (e) Compliance with Pension Reform Act, 2014 by inclusion of the current clearance certificate from the National Pension Commission (PENCOM)
- (f) Interim Registration Report (IRR) issued by the Bureau of Public Procurement as evidence of registration on the National Database of Federal Contractors and Service Providers.
- (g) Evidence of compliance with National Social Insurance Trust Fund (NSITF) Act by inclusion of current NSITF clearance certificate.

OTHER REQUIREMENTS

- (a) Evidence of Registration with Professional bodies/Institutions (i.e. Environmental Protection Agencies/Sanitation Agencies) by inclusion of current certificate.
- (b) Evidence of financial capability and Banking support and statement of Account for the last 12 months.

- (c) Evidence of experience in jobs of similar nature executed within the last 3 years by inclusion of completion certificate(s) or interim valuation certificates and not just Letter(s) of contract awards.
- (d) Comprehensive company profile by inclusion of Curriculum Vitae (CVs) and copies of credentials of technical staff.
- (e) Evidence of equipment owned or to be leased by the company for the execution of the project.

(2) SUBMISSION OF EXPRESSION OF INTEREST DOCUMENTS

Application for Expression of Interest accompanied by the relevant documents clearly paginated and signed should be in five (5) spiral bound copies (unbound submission will not be processed) and enclosed in an envelope sealed and marked

“EXPRESSION OF INTEREST FOR THE PROVISION OF CLEANING/PORTER SERVICES” and addressed to:

**The Director of Administration,
Jos University Teaching Hospital,
Lamingo,
P.M.B 2076,
Jos,
Plateau State**

and deposited in the Tender Box in the office of the Director of Administration, Jos University Teaching Hospital, Lamingo.

CLOSING/OPENING DATE

The submission of expression of interest document **shall close by 12:00noon on Wednesday, 28thDecember, 2016.**

The documents **shall be opened by 12:30pm same day, (Wednesday, 28th December, 2016)** in the Boardroom of the Hospital at the Administration Department.

Representatives of companies are invited to witness the opening exercise.

IMPORTANT INFORMATION

- (i) Only shortlisted companies shall be invited to competitively tender for the projects.
- (ii) Jos University Teaching Hospital shall not be liable for any cost on the part of Companies that bided.

(iii) The advert of “Invitation to Expression of Interest for the provision of Cleaning/Porter services” shall not be construed as commitment on the part of Jos University Teaching Hospital nor shall it entitle any Company to make claims or seek any indemnity from the Hospital by virtue of having responded to the advertisement.

(iv) Jos University Teaching Hospital reserves the right to reject/accept any/all bid documents without assigning any reason whatsoever.

(v) Late submission will not be accepted.

Jos University Teaching Hospital -reserves the right to verify any claim(s) by companies. Companies shall therefore include necessary authorities and guarantee for such verification.

NOTE: Only shortlisted companies shall be further contacted.

Signed

Mr. Bitrus D. Ali

Director of Administration

For: Chief Medical Director