

**Kogi State College of Education**

**P. M. B. 1033 Ankpa**

**(Office of the Registrar/Secretary to the Tenders Board)**

**Invitation for Pre-Qualification Documents for the Supply of Books, Reference Materials, E-Library Development and Installation of Computers with Accessories under the 2009 and 2010 ETF Intervention**

**A. Introduction**

The College hereby invites competent and reputable contractors to submit pre-qualification documents for the under-listed items.

Lot 1: Procurement of 158 titles of various books and reference materials and 309 different journals.

Lot 2: Development of E-library and installation of computer sets with all the accessories.

**B. Scope of work**

Lot 1: The work involves the supply and delivery of 158 titles of various books, reference materials and 309 different journals that cut across disciplines.

Lot 2: The work involves the installation of twenty (20) computer sets and networking, provision of round computer tables, KU Band antenna and development of E-library to receive E-resources, E-books, e-journal, e-data bases and subscription. The work includes the provision of A. 3.5kva inverter as a power back-up.

**C. Pre-Qualification Documents**

For pre-qualification, the following documents must be tendered for consideration:

1. Company's Registration with Corporate Affairs Commission
2. Company's Registration with the College.

3. Evidence of experience in similar projects with photograph(s)
4. Evidence of qualified technical and administrative staff.
5. Evidence of company's financial capability supported by the Banker's report
6. Up-dated tax clearance for the last three (3) years.
7. Annual turnover of audited accounts for the last three years.
8. VAT Registration certificate
9. Evidence of compliance with PENCOM requirements

**NOTE:** Submitted items must be neatly typed, bound and arranged serially for easy reference.

**D. Submission and Opening:**

1. Each contractor is expected to submit his/her pre-qualification documents in line with section "C" in sealed envelope on or before 2<sup>nd</sup> February 2012 by 12.00 noon. Submissions are to be made to the Office of the Registrar/Secretary to the Tenders Board, Kogi State College of Education, Ankpa, and must be clearly marked "Pre-qualification" for any of the projects with the lot number on the left side, and with payment of a non-refundable fee of N10,000.00 as pre-qualification fee.
2. The Pre-qualification documents shall be opened on the same day in the council chamber of the College with the willing contractors in attendance.

**E. Tender Bids:**

1. All pre-qualified bidders will be required to buy full tender bids for a non -refundable fee of N 10,000.00 for LOT 1 and N20,000.00 for LOT 2.

2. All completed tender bids must be returned to the Registrar and Secretary to the Tenders Board on or before 16<sup>th</sup> February 2012 by 12.00 noon and shall be opened immediately for full tender processes.

**NOTE:** Only reputable and competent contractors need apply.

**Signed:**

**Mr. Drisu Okal**

**Registrar/Secretary, Tenders Board.**