

Ekiti State University, Ado-Ekiti

P.M.B. 5363, Ado-Ekiti

Website: www.eksu.edu.ng

Invitation for Pre-Qualification and Tender Exercise of Contractor for Supply of Books, Journals, Shelves, Reading Chairs, ETC to the University Library

Introduction

In line with the requirements for due process for award of contracts for TETFund projects, the Ekiti State University, Ado – Ekiti wishes to invite competent/qualified Contractors to pre-qualify and tender for:

Lot 1. A	Supply of Text Books (Education)	-	List 1
Lot 1. B	Supply of Text Books (Science)	-	List 2
Lot 1. C	Supply of Text Books (Agric Sciences)	-	List 3
Lot 1. D	Supply of Text Books (Management Science)	-	List 4
Lot 1. E	Supply of Text Books (Social Sciences)	-	List 5
Lot 1. F	Supply of Text Books (Arts)	-	List 6
Lot 1. G	Supply of Text Books (Engineering)	-	List 7
Lot 11. A	Supply of Journals (Medical)	-	List 1
Lot 11. B	Supply of Journals (Assorted)	-	List 2

Lot III Supply and installation of 40 units of double-sided steel shelves 7ft 6ins high by 3ft wide by 16ins deep each with 12 shelving levels with top down and side panels and range indicators

Lot IV Supply and installation of 16 Units steel periodicals Display Rack with 5 sloping Display Trays and storage compartments.

Lot V Supply of 1000 Units of Fibre foldable Reading Chairs

Lot VI Supply of 9 Units of Steel Cabinet (4 Drawers and Security Lock)

Lot VII A 5 supply of 210 nos of Exotic Reading Chairs

Lot VII B Supply of 5 nos of Exotic Office tables (cherry Colour) 2 CBN with 6 Drawers.

- Lot VII C supply of 3 nos of Exotic Office Tables (Cherry Colour) 1CBN with 3 Drawers
- Lot VII D Supply of 1 no of Senior Exotic Table (2m with extension)
- Lot VII E Supply of 1 no of Senior Exotic Table (1.5m) with Extension
- Lot VII F Supply of 2 nos of Senior Exotic Revolving Chairs (PFOS802)
- Lot VII G Supply of 8 nos of Exotic Revolving Chairs (M1107)
- Lot VII H Supply of 312 nos of Library Reading Chairs
- Lot VII I Supply of 58 nos of Library Reading Tables (2m by 1m)
- Lot VII J Supply of 35 nos of Circulation Desks.
- Lot VII K Supply of 8 nos of Author/Title and Subject Catalogue.
- Lot VIII Supply of various Bindery Equipment
- Lot IX A Supply of Library of Congress Schedules A Z Latest Edition
- Lot IX B Supply of Library of Congress Subject Heading, 2011 Edition,
- Lot IX C Networking Extension for 5 points
- Lot X Supply of 10 nos HP Intel Pentium Dual Core Procession Laptop 2.2 GH2, & GB RAM, 500 GB HDD, 15.6", W/CAM, BLTH, Win8.
- Lot XI OPAC/Library Management Software upgrading.
- Lot XII A Supply of 3 nos Polystar UPS 1500 KVA
- Lot XII B Supply and installation of 3 nos LG LCD 42"
- Lot XII C Supply and installation of 1 no LG Projector & Screen
- Lot XII D Supply of 2 nos Copier Machines
- Lot XII E Supply of 2 nos Cabinet (Copier Machines)

Lot XII F Supply of 12 nos Standing Fans

Lot XIIG Supply and installation of LG LCD 26

Pre-Qualification Requirements

Interested contractors are invited to submit the following documents:

1. Evidence of Registration with the Corporate Affairs Commission
2. Evidence of Registration as Contractors with the University of Ado-Ekiti, Nigeria.
3. Evidence from the Companies' Bankers as to their financial capacity/capability to undertake the project.
4. Evidence of Tax Clearance Certificate for the last three years
5. Evidence of VAT payment
6. Evidence of presence of Company in Ekiti State
7. Evidence of qualified Technical Professional Staff
8. Evidence of pension scheme for company staff
9. Evidence of payment of Industrial Training Fund and Training contributions to the Fund
10. Evidence of compliance with the Employees' Compensation action which requires that all Employers of Labour must remit 1 % of the total annual emolument of their workers to the Nigerian social Insurance Trust Fund.
11. A comprehensive Company profile to include verifiable key professional staff and evidence of execution of similar jobs Provide letter of award of Contract and Completion Certificate for each of the projects)
12. Documents are to be arranged and submitted as itemized (i-xi) above.

3.0 Verification of Claims

Interested contractors must note that the Ekiti State University reserves the right to verify claims made in the pre-qualification documents submitted by them

4.0 Pre-Qualification and Tender Fees,

Contractors are to pay a non-refundable processing fee of N30, 000.00 for each project (Lot 1 to VII) and N20,000.00 for each project Lot VIII to Lot XII). The fee must be paid in bank draft and addressed to the Ekiti State University.

5.0 Submission of Documents

1. The pre-qualification application with all the required supporting documents should be neatly packaged, bound and forwarded in sealed envelopes and marked at the left corner "Pre-qualification for the Supply of Books and Equipment to the Universality Library".

The completed tender documents collected from the University Librarian's office, Ekiti State University, Ado-Ekiti must be sealed in an envelope marked "Tender Document for Supply of Books and Equipment to University Library". The company submitting the pre-qualification and tender documents should write the name, mobile phone number and e-mail address of a contact person at the bottom left Conner of the two envelopes. This will allow for prompt communication, The pre-qualification and tender documents must reach the University not later than 10.00am, on Tuesday, August 20, 2013.

Please note that:

1. The pre-qualification and tender papers will be opened on Tuesday, August 20, 2013 at 11.00am in the Senate Chamber of the University. All those who would have submitted their documents by the deadline are invited to the meeting for the opening of the pre-qualification and tender documents
2. Only the tender documents of pre-qualified contractors will be opened,
3. The two parcels (Pre-qualification and Tender) should be addressed to;**The Registrar,**

Ekiti State University,

PM.B. 5363. Ado-Ekiti, Nigeria.

1. It is being emphasized that current registration with Corporate Affairs Commission, Abuja and the University of Ado-Ekiti is compulsory and non negotiable.
2. Contractors are expected to adhere strictly to all instructions as non-compliance may constitute a ground for disqualification.

Omojola Awosusi, Ph.D.

Registrar