

**Ekiti State University, Ado-Ekiti**

**P.M.B. 5363, Ado-Ekiti, Nigeria**

**Website: [www.eksu.edu.ng](http://www.eksu.edu.ng)**

## **Invitation for Pre-Qualification and Tender Exercise of Contractors for the Renovation of Staff School Building**

### **1.0 Introduction**

In line with the requirements for due process for award of contracts for capital projects, the Ekiti State University, Ado-Ekiti wish to invite (competent/qualified contractor to pre-qualify and tender for: Renovation of University Staff School Building

1. LOTA: 2 Blocks of 5 Classrooms each,
2. LOTB: 2 Blocks of Classrooms each

### **2.0 Pre-Qualification Requirements**

Interested contractor are invited to submit the following documents:

- i. Evidence of Registration with corporate Affairs Commission.
- ii. Evidence of Registration as Contractor with Ekiti State University, Ado-Ekiti.
- iii. Evidence of tax clearance certificate for the last three years (State and Federal).
- iv. Evidence of VAT registration and remittances
- v. Evidence of presence of Company in Ekiti State.
- vi. Evidence of pension scheme for Company staff.
- vii. Evidence of payment of Training Contributions to the Industrial Training Fund (ITF)
- viii. Evidence of compliance with the Employee's Compensation Act 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.
- ix. Evidence from the Company's bankers as to the financial capacity/capability to undertake the project.
- x. Evidence of qualified technical and professional staff

1. Evidence of acquisition of specialized equipment (provide receipt, pictures etc),
2. Evidence of execution of similar jobs in academic or allied environment. (Provide letter of award of contract and completion certificate for each of the projects. All documents to be arranged in the ORDER above.

### **3.0 Verification of Claims**

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

### **4.0 Pre-Qualification and Tenders Fees**

Contractor is to pay a non-refundable processing of N30, 000.00. The fee should be paid in Bank Draft and addressed to Ekiti State University, Ado-Ekiti.

### **5.0 Submission of Documents**

- a. The pre-qualification applications with all the required supporting documents should be neatly packaged, bound and forwarded in sealed envelope and marked at the top left corner. For example: 'Pre-qualification for the renovation of University staff school building.
- b. The completed tender's document collected from Physical Planning Department, Ekiti State University, Ado-Ekiti, must be sealed in an envelope marked at the left corner. For example: Tender documents for the renovation of University Staff School Building.

The companies submitting the pre-qualification and tender document should write the name, mobile phone number of contract person and the name of the firm at the bottom left corner of the two envelopes. This will allow for prompt communication. The pre-qualification and tender document must reach the University not later than Thursday 27<sup>th</sup> August 2013.

**Please note that:**

i. The pre-qualification and tender documents paper will be opened on 27<sup>th</sup> August, 2013 by 10.00am in the Senate Chamber of the University. All those who would have submitted their documents by the dead line are hereby invited to the meeting for opening of the pre-qualification and tender document.

ii. Only the tender document of pre-qualified contractors will be opened. The two parcels (Pre-qualification and tender) should be addressed to

**The Registrar,**

**Ekiti State University, Ado-Ekiti,**

**P.M.B. 5363, Ado-Ekiti, Nigeria**

iv. It is hereby emphasized that current registration with corporate Affairs Commission Abuja and Ekiti State University, Ado-Ekiti is compulsory and non-negotiable.

v. All interested Contractor are to visit the University Staff School so as to be familiar with the job requirements.

vi. Contracts are expected to adhere strictly to all instructions as non-compliance may constitute a ground for disqualification.

**Omojola Awosusi, Ph.D.**

**Registrar**