

University of Ado-Ekiti, Nigeria

P.M.B. 5363, Ado-Ekiti

www.unad.edu.ng

Invitation for Pre-Qualification and Tender Exercise of Contractors/Suppliers/Manufacturers for Supply and Stallation of Equipment and Furniture for College of Medicine Education Trust Fund (ETF) Projects

1.0 Introduction

In line with the requirements for due process for award of contracts for capital projects, the University of Ado-Ekiti wishes to invite competent / qualified contractors / suppliers / manufacturers to pre-qualify and tender for.

LOT A

- i. Procurement of Physiology Laboratory Equipment
- ii. Procurement of Various Equipment for the Department of Anatomy
- iii. Procurement of Various Laboratory Equipment for the Department of Medical Biochemistry.
- iv. Procurement of Various Laboratory Equipment for the Department Of

Pharmacology

LOT B:

Procurement and Installation of 300kva Perkins Engine Generating Set.

LOT C:

Procurement and installation of Lecture Room Collapsible Seats and Tables

LOT D:

Supply and Installation of Laboratory Furniture, Fittings and Fixtures for College of Medicine

2.0 Pre-Qualification Requirements

Interested contractors are invited to submit the following documents:

- i. Evidence of registration with the Corporate Affairs Commission
- ii. Evidence of registration as contractors with University of Ado-Ekiti.
- iii. Evidence from the companies' bankers as to their financial capacity / capability to undertake the project.
- iv. Evidence of tax clearance certificate for the last three years (State and Federal),
- v. Evidence of VAT payment.
- vi. Evidence of presence of company in Ekiti State,
- vii. Evidence of qualified technical and professional staff,
- ix. A comprehensive company profile to include evidence of execution of similar jobs in academic environment. (Provide letter of award of Contract and completion certificate for each of the projects.)
- x. Evidence of pension scheme for company staff

NOTE: Documents are to be arranged and submitted as itemised in (i) – (x) above. For LOT A, the following are the prerequisites

- i. Evidence of Managing Director of interested companies being in medical profession or allied professions
- ii. Letter of collaborate' evidence of partnership with foreign manufacturers/suppliers
- iii. Evidence of previous importation of medical training equipment.

NOTE: Firms without these qualifications need not apply

3.0 Verification of Claims

Interested contractors must note that the University of Ado- Eki 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 N50,000 for LOT A and N20, 000 each for LOT B to D. The fee should be paid in bank draft and addressed to the University of Ado- Ekiti

5.0 Submission of Documents

- i. The pre-qualification applications with all the required supporting documents should be neatly packaged, bound and forwarded in sealed envelopes and marked at the top left corner for example: **“The University of Ado-Ekiti Project: Pre-qualification for the Supply and Installation of Equipment and furniture for College of Medicine LOT A OR B OR C OR D**
- ii. The completion Tender document collected from Physical Planning Department, University of Ado-Ekiti must be sealed in an envelope marked Tender document for the supply and installation of equipment and furniture for College of Medicine LOT A OR B OR C OR D

The companies submitting the Pre-qualification and Tender Document should

write the name and mobile phone number of a contact person at the bottom left

corner of the TWO envelopes. This will allow for prompt communication

The Pre-qualification and Tender Documents must reach the University not later than Thursday, 11th August, 2011 by 10a.m.

Please note that:-

- i. The pre-qualification and Tender papers will be opened on Thursday, 11th August, 2011 by 11 .00a.m in the Senate Chamber of the University. All those who would have submitted their documents by the deadline are hereby invited to the meeting for the opening of the Pre-qualification and Tender documents
- ii. Only the Tender Documents of pre-qualified contractors will be opened.
- iii. The two parcels (Pre-qualification and Tender) should be addressed to:

The Registrar,

University of Ado-Ekiti,

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

iv. It is hereby emphasized that current registration with the Corporate Affairs Commission Abuja and the University of Ado-Ekiti are compulsory and non-negotiable

v. Contractors/suppliers/manufacturers are expected to adhere strictly to ALL as non-compliance may constitute a ground for disqualification.

Signed:

Omojola Awosusi, Ph.D.

Registrar