

**Ibrahim Badamasi Babangida University, Lapai**

**Office of the Registrar**

**Ref: R/EXT/37**

**Invitation for Pre-Qualification and Tender for Year 2013/2014 Merged Tertiary Education Trust Fund Intervention in Library Development**

(1) The Management of Ibrahim Badamasi Babangida University Lapai invites interested, competent and reputable contractors/suppliers to make submissions for the Pre-qualifications and Tender for year 2013/2014 (Merged) Tertiary Education Trust Fund Intervention in Library Development.

**(2) Description and Code**

Lot (i) – Procurement of 2,148 Nos. of Assorted Textbooks in various Departments.

Lot (ii) – Procurement of 40 Nos. of Reading Carrels for 4 Readers.

Lot (iii) – Procurement of 160 Nos. of Reading Executive Chairs (4 Legs Chairs).

Lot (iv) – Procurement of 72 Nos. of Network Extension Equipment.

Lot (v) – Procurement of 74 Nos. of Desktop/Workstation and 60VA UPS, Lot (vi) – Deployment and Installation of Koha Integrated Library System and E-Granary Library in the University Library.

**(3) The pre-qualification Requirements to be provided by interested contractors are as follows:**

(i) Evidence of Incorporation or Registration of Business with the Corporate Affairs Commission.

(ii) Evidence of Company Audited Accounts for three (3) years

(iii) Evidence of Financial capability and Banking support.

(iv) Technical capabilities of the Firm or Company in terms of equipment, staff strength including the profile of the key officers.

- (v) Verifiable evidence of similar and other jobs successfully executed with their locations.
- (vi) Evidence of Equipment and Technical capacity.
- (vii) Annual Turnover
- (viii) Evidence of three (3) years Tax clearance.
- (ix) VAT Registration and evidence of past VAT Remittances.
- (x) Office Registration
- (xi) Evidence of Compliance with Pensions Reform Act 2007.
- (xii) Evidence of Compliance with Industrial Training Fund (ITF) contributions requirement.
- (xiii) Original documents should be available for sighting on demand during or after opening of pre-qualification documents.

**(4) Collection of Bid Documents:**

Interested Contractors/firms should collect Standard Bid Documents as from Monday, 2<sup>nd</sup> March, 2015 from the office of the Registrar Ibrahim Badamasi Babangida University Main Campus, Lapai upon the presentation of a Bank draft of a non-refundable processing fee of Twenty Thousand Naira (N20,000:00) only for each lot.

**(5) Submission of Tender Documents:**

Prequalification documents (Technical bids) together with the financial Bids with all the required supporting documents should be neatly packaged in two (2) separate sealed envelopes and appropriately marked "**Technical**" and "**Financial**" respectively. Each envelope should be clearly marked on the right top corner stating the Project Lot number and title as well as Company's name. Both envelopes should be placed in a third bigger envelop marked with the appropriate project title and Lot number as well as Company's name and addressed to the **Registrar, Ibrahim Badamasi Babangida University Lapai, PMB 11 not later than 13<sup>th</sup> April, 2015.**

**Opening of Bids:**

The Technical Bids (i.e. the prequalification bids) shall be opened on **April 13th, 2015** at the Management Committee Room Administrative Block, Main Campus Lapai at 12noon. Bidders or their representatives are invited to witness the Public opening exercise accordingly. Opening of Financial Bids of Tenders adjudged technically competent shall be done at a later date that will be communicated to successful (prequalified) Contractors/firms.

**Please Note:**

- (a) Due Diligence/verification of facts visits, which will be weighted for pre-qualification shall be undertaken to determine competent contractors to tender for the contract.
  
- (b) Only bidders that have been pre-qualified and found capable of executing the projects will be contacted for the opening of financial bids.

**Signed**

**Samaila Muhammad**