

Federal University of Petroleum Resources, PMB 1221 Effurun, Delta State Nigeria

Invitation for Pre-Qualification of Consultants for TETFUND Intervention Projects

1. A. Introduction:

The Federal University of Petroleum Resources, Effurun (FUPRE), Delta State, has received normal intervention from the Tertiary Education Trust Fund (TETFUND) and it intends to apply part of these funds for the Construction of Entrepreneurship Centre and supply of equipments for its Workshops and Laboratories for the College of Technology.

FUPRE is desirous of executing the Projects on contract and wishes to invite reputable consultants with good track record to bid for pie-qualification.

1. B. Scope Of Work- Consultants

The scope of work includes preparation of detail/full drawings including ail necessary test-preparation of tender/contract documents and supervision. The Consultants are also expected to provide other services that will facilitate the execution of the building projects and supply of equipment with specification for workshop and laboratories for various Departments of the College of technology.

Lot 1: Consultants for the Construction of Enterpreneurship Centre (Tetfund Project)

Lot 2: Consultants for the Supply of Equipment for Workshops and Laboratories for College Of Technology in Departments of Electrical & Electronic Engineering; Mechanical Engineering; Petroleum Engineering; Marine Engineering; and Chemical Engineering (TETFUND Project).

1. C. Location of Projects

The projects are located at the University's permanent site at Ugbomro in Uwie Local Government Area of Delta State.

1. D. Pre-Qualification Requirements for Consultants

Interested Architects, Civil, Mechanical & Electrical Engineers, Quantity Surveyors, Equipment Specialist or a Consortium of these consultants who wish to participate in the projects are required to submit their firm's profile which must include but not limited to the following documents:

1. Registration Certificate with Corporate Affairs Commission
2. Evidence of qualification and registration with appropriate professional Bodies
3. Evidence of similar jobs done within the past three (3) years: 2009-2011
4. Company profile and address/office location
5. Audited accounts for the past three (3) years: 2009-2011
6. Evidence of VAT certificate/Tax clearance certificate
7. Curriculum vitae of the principal officers of the company
8. Name and address of bankers and reference letter from such banks
9. Evidence of compliance -with the provisions of the Pension Reform Act, 2004.
10. Any other information to prove the company's corporate and technical experience and capabilities

For additional information, please refer to “**Standard Request the Selection of Consulting Firms (Complex Lump Sum) of the Federal Republic of Nigeria Bureau of Public Procurement Document**”.

The consultancy services will be executed with strict adherence to all contractual terms in the signed agreement by all parties. All invited consultants will be required to submit a Technical Proposal.

1. E. Method and Submission of Application

Interested Consultants are expected to submit Technical Pre-Qualification documents. Pre-qualification documents of five (5) sets of photocopies each should be submitted in a sealed envelope dearily marked “**Confidential**: Pre-qualification for Consultancy Services (Tetfund Project) LOT.....”

Name and mailing address of the Company which shall be clearly stated at the back of each envelope and Lot number on the top left hand side of the envelope”

Failure to comply with the above requirements will automatically result in disqualification.

All submissions are to be addressed to:

The Ag Registrar

Federal University of Petroleum Resources

PMB 1221

Effurun, Delta State

1. F. Deadline for Submission

The pre-qualification documents should be submitted in the “Tenders Box” at the office of the Ag. Registrar not later than 19th of December, 2012 at 12.00 noon

1. G. Opening of Pre-Qualification Bids

The pre-qualification bids will be opened at 2.00 pm on the 19th of December, 2012 and Tenderers are invited to attend the ceremony for the opening of the Lots at the University Auditorium

Caveat

Response to this invitation shall not oblige the University to consider any responding Firm for qualification. All costs incurred as a result of response to this invitation and any subsequent requests for information shall be borne by the responding Firm.

Only pre-qualified Consultants would be invited for Financial Bidding.

Signed

R.A. EGBORGE (MRS)

Ag. Registrar