

University of Jos, Nigeria

Office of the Registrar

Invitation for Pre-Qualification of Contractors under the Year 2014 TETFund Special Intervention (BOT)

(1.0) Preamble

In compliance with the provisions of the Public Procurement Act 2007, the University of Jos, Nigeria wishes to pre-qualify competent contractors and consultants for;

Construction and furnishing of Medical Students Hostel at Lanmingo Campus, JUTH Permanent Site, procurement of 1Nr. 500KVA soundproof Caterpillar Diesel Generator and procurement of vehicles under Year 2014 TETFund Special Intervention (BOT).

(2.0) Pre-Qualification Requirements for Contractors

The following are the pre-qualification requirements that should be provided by interested contractors

- (a) Evidence of company registration with Corporate Affairs Commission (CAC).
- (b) Company Audited Account for the last Three (3) years (i.e. 2012, 2013, 2014).
- (c) Evidence of Tax Clearance Certificate for the last Three (3) years (i.e. 2012, 2013, & 2014)
- (d) Provision of Tax Identification Number (TIN No.).
- (e) Pension Clearance Certificate in line with Pension Reform Act 2014 and remittance for all company staff.
- (f) Certificate of compliance with the provisions of section 6 (1), (3) of the amended Industrial Training Fund (ITF) Act No. 19 of 2011.
- (g) VAT registration and evidence of post VAT remittances.
- (h) Evidence of technological capability, equipment and experience in similar projects/activities as well as experiences/technical qualification of key personnel.
- (i) Evidence of registration of key professional staff with professional bodies as at 2014.

- (j) Sworn Affidavit that none of its directors has been convicted in any country over financial matters.
- (k) Sworn Affidavit indicating that all documents submitted are genuine and verifiable.
- (l) Evidence of Financial Capability and banking support and Statement of Account for the last 12 months.
- (m) Evidence of similar and verifiable projects executed and completion certificate(s) or interim valuation certificate (and not just awarded) within the last Five (5) years and knowledge of the industry.
- (n) Annual Turnover (must be the same in both TCC and Audited Reports)
- (o) Comprehensive Company Profile and Organizational Structure.
- (p) Evidence of equipment and technology capacity.

(3.0) Scope of Consultancy Services

- (1) Architecture
- (2) Engineering (Civil/Structural, Mechanical and Electrical)
- (3) Quantity Surveying

(3.1) Pre-Qualification Requirements for Consultants

Interested and competent consultants wishing to be pre-qualified are required to submit the following:

- (a) See Requirements as 2.1 (a)-(p) above.
- (b) Comprehensive Company Profile including names and resume of key staff with genuine reachable addresses and phone numbers (enclose photocopies of credentials)
- (c) Evidence of up-to-date registration of company with appropriate professional bodies.
- (d) Evidence of up-to-date registration of the Principal Partner of the firm with the Professional bodies.

(e) Evidence of previous experiences in executing projects of similar nature and magnitude in Nigeria, stating clients and cost (to be in the form of valid Consultancy Agreements and any other relevant documents, including photographs of projects on A4 paper size).

(f) Any other information to prove the Consultant's Corporate and technical expertise and capabilities.

(4.0) Please Note

Notwithstanding the submission of the pre-qualification information, the University of Jos is neither committed nor obliged to include any company on any bid list.

(i) Only pre-qualified companies- shall be invited to competitively tender for the Financial Bids

(ii) Original Documents on any aspect of a Contractor's submission may be requested for sighting during and/or after the opening session.

(iii) University of Jos reserves the right to verify any claim by the companies. Companies shall, therefore, include necessary authority and guarantee for such verification; the absence of which will automatically result in the disqualification of such a Contractor (or Consultant).

(iv) The notice of "**invitation to Pre-qualification**" shall not be construed as commitment on the part, of University of Jos. nor shall it entitle any company to make claims whatsoever or seek any indemnity from University of Jos.

(v) The University of Jos is neither committed nor obliged to shortlist any Contractor (or Consultant)

(vi) The University reserves the right to reject any or all bidding packages

(5.0) Submission of Pre-qualification Documents

Submission of pre-qualification documents (with evidence of payment of N50,000,00 as Processing Fee obtained from the Bursary) should be made to the address below **not later than 12 noon, on Monday, 18th April, 2016** and should be spiral bound and include One (1) copy each of pre-qualification documents, in a sealed envelope and marked at the right hand corner "Pre-Qualification for (State

the Project) and dropped in the Tenders Box in Room 94, Administrative Block, Bauchi Road Campus, Jos, addressed to:

**The Head of Procurement Unit,
University of Jos,
Jos, Nigeria.**

(6.0) Opening of Pre-Qualification Documents

The submitted documents shall be opened the same day in the presence of bidders or their representatives who choose to attend at the University Senate Chambers at 12 noon at the Main Campus, Bauchi Road, Jos.

Signed:

**Jilli-Dandam, D. Esq
Registrar**