

**Enugu State College of Agriculture and Agro-Entrepreneurship, Iwollo**  
**P.O. Box 8, Iwollo,**  
**Ezeagu Local Government Area,**  
**Enugu State Nigeria**

**Invitation for Pre-Qualification to Tender for the Supply of Items**

**(A) Introduction:**

The Enugu State College Apiculture and Agro-Entrepreneurship Iwollo, requires the service of competent and qualified companies to apply for pre-qualification and bid for the supply of the following items (LOTs 1-10) to the College.

**(B) Projects:**

Lot 1: Supply of General Furniture

Lot 2: Supply of Office/Classroom Equipment

Lot 3: Supply of Library Equipment

Lot 4: Supply of Science Laboratory Equipment

Lot 5: Supply of Veterinary Clinic Equipment

Lot 6: Supply of Medical Clinic Equipment

Lot 7: Supply of Equipment for Computer Science Department

Lot 8: Supply and Installation of Agricultural Machinery

Lot 9: Supply of Textbooks

Lot 10: Provision and installation of Automated Touch-Screen Wireless Weather Station (Meteorology).

**(C) Tender Procedure**

(1) The Tenderers are required to prepare and submit their tenders in two separate parts, namely:

(i) Technical Tender (Pre-Qualification)

(ii) Commercial/Financial Tender

(2) Bid shall be prepared and submitted in accordance with the aforementioned Tender Documents (above). In the event of a contract/supply award, bidder will be required to enter into a formal contractor agreement in the form of and base on the proposed Contract Document.

**(D) Pre-Qualification Requirements**

(1) Bidders are to provide the following minimum technical and financial requirements

(i) Evidence of registration with Corporate Affairs Commission for Nigeria companies and equivalent company registering bodies for foreign companies (in case of foreign, indicate whether there is a Nigerian office & location).

(ii) Tax clearance certificate for three (3) years.

(iii) Evidence(s) of compliance with the provision of the Pension Reform Act 2004 for Nigerian companies.

(iv) Evidence(s) of Registration with Enugu State ministry of Works.

(v) Evidence(s) of Registration with the installation.

(vi) Evidence(s) of Registration with industrial Training Fund and the contributions already made.

(vii) Company's Audited Account and Annual: Turnover of similar business for the last three (3) years.

(viii) VAT Registration and evidence of past VAT remittance Certificate, for Nigerian companies.

(ix) Evidence of Financial strength, credit worthiness and readiness to instruct bankers to supply financial information on the company as may be required.

(x) Verifiable list of previous similar works successfully carried out within the last ten years, with names of clients, evidence of award and practical completion certificates.

(xi) Evidence of Registration with relevant professional bodies.

(xii) Company profile and organizational structure, including names and brief resumes of key personnel.

(2) All interested eligible contractors are hereby to pay a non-refundable handling charge and processing fee of N20,000.00 at any branch office bank of First Bank Plc, Account No. 2016451021 ESCAI

(3) Contractors are to deliver items 1 & 1 in 'C' above in a brown envelope to the Office of the Registrar, ESCAI **on or before 19<sup>th</sup> February, 2015.**

#### **Purchase and Collection of Commercial/Financial tender document**

Tender Document in English language (hard copies) may be purchased from the address below upon payment by certified bank draft, of non refundable fees per lot 1 to 10, made out in favour of Enugu State College of Agriculture and Agro-Entrepreneurship Iwollo. The payment must be included and submitted with tender.

Tender Documents shall be collected in person from:

Office of the Registrar, Enugu State College of Agriculture and Agro-Entrepreneurship Iwollo.

#### **Return of Tenders**

(1) Completed tender documents (technical tender and commercial/financial) should be packaged in separate envelopes, and put in another bigger envelope (3) envelopes in all marketed at the top left corner. Tender for Supply of Items

Lot.....and return by hand **on or before 9am, on 19<sup>th</sup> February 2015** of this notice to the address provided below.

**Office of the Registrar,**

**Enugu State College of Agriculture and Agro-Entrepreneurship, Iwollo**

(2) Tender Documents (technical and commercial/financial) shall be opened 10am at time of 'F, 1' above at the College ICT centre.

**Important Notes:**

- (1) The submission of Tender Documents does not in any way compel the Institution, Enugu State College of Agriculture and Agro-Entrepreneurship Iwollo, to award the contract to any company.
- (2) Only commercial/financial tenders of bidders who meet the technical criteria will be considered.
- (3) Only companies adjudged to be competent at the end of the exercise shall be awarded the contracts.
- (4) The institution is not liable to any company not considered for the award

**Signed:**

**Lady I.U. Ugwu**

**Registrar/Secretary to the Council**