

The Federal Polytechnic, Nassarawa

P.M.B. 001 Nassarawa, Nassarawa State

Invitation for Pre-qualification/Expression of Interest (EOI) from Interested Bidders for Projects under the Year 2012 TETFUND Special Intervention

1.1 Introduction

The Federal Polytechnic Nasarawa hereby invites for Pre – Qualification / Expression of Interest (EOI) documents from interested, qualified and competent companies/firms and consultants.

1.2 The projects earmarked for execution are categorized as follows:

LOT 1: Construction of School of Applied Science complex.

LOT2: Construction of Mass Communication Complex.

LOT3: Construction of twin – lecture theatre, procurement and installation of 700No composite purpose made executive collapsible single chairs with in-built collapsible table for the twin – lecture theatre and procurement and installation of 80No new clime ceiling fans with regulator.

LOT4a: Procurement and Installation of 2No Hitachi digital interactive boards with complete boards with complete accessories.

LOT 4b: Procurement and installation of 6No 1.5 HP national split Air Conditioners with 5000VA stabilizers.

LOT4c: Procurement of 2No ball multimedia projector 3000 ansilemns with 6" x 4" projectors screen.

LOT 4d: Procurement and installation of 43No various equipment to the Department of Chemical Engineering Technology.

2.0 Eligibility Criteria

Interested Bidders for any of the above projects are requested to provide the following as minimum pre-qualification requirements.

2.1 Consultancy Service

- i. Certificate of registration with CAC
- ii. Tax clearance certificate for the last three years 2010, 2011, 2012.
- iii. VAT registration and remittance with FIRS TIN number.
- iv. Evidence of experience in at least five (5) jobs of similar nature and complexity, executed within the last five (5) years, with verifiable letters of contract award evidence of payment and certificate of job completion
- v. Detailed company profile with copy of Article of Association / memorandum of company's registration with professional relevant professional bodies
- vi. Evidence of personnel capability including list of Curriculum of Vitae of each registration of these personnel with relevant professional bodies
- vii. Full Account details including SORT Code

- viii. Submission of three years (2010, 2011, 2012) Audited Accounts with Annual Turn Over of at least N5 million in each of the three (3) years.
- ix. Possession of satisfactory Quality Assurance/Quality Control Manuals
- x. Evidence of remittance of Pension and social security contribution of employees (Certificate of compliance issue by PENCOM).

2.2 Constructions

- i. Certificate of Registration with CAC
- ii. Tax clearance certificate for the last three years 2010, 2011, 2012.
- iii. VAT registration and remittance with FIRS TIN number.
- iv. Evidence of ownership of or access to lease of relevant construction equipment and their status (where applicable)
- v. Evidence of experience in at least five (5) jobs of similar nature and complexity, executed within the last five (5) years, with verifiable letters of contract award, evidence of payment and certificate of job completion
- vi. Detailed company profile which should include list of personnel, their qualifications (CV) and experience in similar works.
- vii. Memorandum of understanding should be included for joint ventures
- viii. Evidence of financial capability / bank reference letter
- ix. Full account details including Sort Code
- x. Submission of three (3) years (2010, 2011, 2012), audited accounts with the financial state of the company.
- xi. Possession of satisfactory quality assurance/quality control manual.
- xii. Evidence of remittance of pension and social security contribution of employees (certificate of compliance issued by PENCOM).

2.3 Procurement/Installation

- i. Certificate of Registration with CAC
- ii. Tax clearance certificate for the last three years 2010, 2011, 2012.
- iii. VAT registration and remittance with FIRS TIN number.
- iv. Evidence of experience in at least five (5) jobs of similar nature and complexity, executed within the last five (5) years, with verifiable letters of contract award, evidence of payment and certificate of job completion
- v. Detailed company profile which should include list of personnel, their qualifications (CV) and experience in similar works.
- vi. Memorandum of understanding should be included for joint ventures
- vii. Evidence of financial capability / bank reference letter
- viii. Full account details including Sort Code
- ix. Submission of three (3) years (2010, 2011, 2012), audited accounts with the financial state of the company.
- x. Possession of satisfactory quality assurance/quality control manual.
- xi. Evidence of remittance of pension and social security contribution of employees (certificate of compliance issued by PENCOM).

2.4 All Bidders are requested to provide sworn Affidavit certifying as follows:

- a) That the company is not in receivership, not insolvent or bankrupt
- b) That the company does not have any director who has been convicted in any court in Nigeria or any other country for criminal offence in relation to fraud or financial impropriety.
- c) That no officer of the Polytechnic is a former or present director or shareholder of the company.

d) That there has been no promise of a gift in any form to any staff of the Polytechnic.

3.0 Submission of Completed Pre – Qualification / EOI Documents

3.1 Completed pre – qualification / expression of interest should be submitted in two (2) hard copies (one original and one other copy) enclosed in a sealed envelope and labeled “**Pre- Qualification or Expression of Interest**” enclosed in a sealed envelope and labeled “**Project Category and Lot Number**” at the top right corner and addressed and returned to.

The Registrar

Federal Polytechnic

P.M.B. 001 Nasarawa

Nasarawa State

3.2 Pre-qualification document must be accompanied with duly signed submission letter by the bidders.

4.0 Closing Date for Submission

4.1 The closing date and time for the submission in respect of all projects is on or before 12thFebruary, 2013 at 12noon. Any document submitted after this date will be rejected.