

**Federal Polytechnic, Oko**

**(2<sup>nd</sup> Floor), Administrative Block 22**

**Invitation for Pre-qualification Exercise Year 2013 TETFund BOT Special Intervention**

**(a) Preamble**

This is to invite interested and reputable contractors to indicate interest in the pre-qualification exercise for the under-listed projects under the year 2013 Tertiary Education Trust Fund (TETFUND) BOT special intervention.

**(b) Scope of Work**

- (1) Construction of Skill Acquisition and Entrepreneurship Centre including External Works and VAT.
- (2) Procurement of 1 No 30-Seater Toyota Coaster Bus

**(c) Eligibility Requirements for Bidding**

**Prospective Bidders should provide the under-listed documents which are considered as key requirements along with their Technical submissions:**

- (1) Photocopies of Certificate of Incorporation with Corporate Affairs Commission (CAC).
- (2) Company Audited Accounts for the past three years (2010, 2011 & 2012).
- (3) Current Tax Clearance Certificate
- (4) Company profile with details of key staff and equipments.
- (5) Evidence of Financial capacity from a reputable Bank.
- (6) Evidence of previous similar assignments with relevant evidence of successful completion.
- (7) Evidence of Compliance with ITF provisions and remittance.
- (8) Evidence of compliance with PENCOM provisions and remittance.

(9) Annual Turnover of Company.

**(d) Submission of Bid Documents**

**All prospective bidders must comply with the following conditions:**

- (1) Bid documents containing full specifications, etc are to be obtained from the **OFFICE OF DIRECTOR, PHYSICAL PLANNING UNIT (2<sup>nd</sup> FLOOR), ADMINISTRATIVE BLOCK 22 OF FEDERAL POLYTECHNIC OKO** on the payment of a non-refundable fee of N20,000.00 (Twenty Thousand Naira) in Bank Draft in favour of Federal Polytechnic, Oko.
- (2) Two bound copies each of Technical and Financial Bids marked as Original or Copy are to be separately sealed in different envelopes indicating the Project Name and both (Financial and Technical Bids) are to be placed in a well addressed and labeled single outer envelope for submission, (any bid in loose sheets will be rejected).
- (3) All copies of bids must be sequentially numbered and duly signed.
- (4) All documents not submitted by the close of submission will not be received after close of submissions. No excuse for late submission will be entertained.
- (5) All submissions should be made **between 9am – 3pm, Mondays -Fridays** at the Office of Director, Physical Planning of the Institution (2<sup>nd</sup> Floor Administrative Block 2).
- (6) All enquires on technical issues must be addressed to the above address.

**(e) Close and Opening of Bids**

All submission of technical and financial bids will be closed by **11.30am on Monday 22<sup>nd</sup> December, 2014**. Opening of bids will be conducted at **12.00 on same day in the Board Room of Rector's Office, Federal Polytechnic Oko**.

**Signed:**

**Mr. Tony Olih Nwokolobia**

**Registrar/Secretary to the Council**