

# Invitation for Pre-qualification and Tender at Ekiti State University, Ado-Ekiti

Ekiti State University, Ado-Ekiti

P.M.B. 5363, Ado-Ekiti

Website: [www.eksu.edu.ng](http://www.eksu.edu.ng)

**Invitation for Pre-qualification and Tender Exercise of Contractors for Year 2013 Tertiary Education Trust Fund (Tetfund) Needs Assessment of CNANU Special Intervention (Batch 2)**

## **1.0. Introduction**

In line with the requirements for due process for award of contracts for capital projects, the Ekiti State University, Ado-Ekiti wishes to invite competent/qualified Contractors to pre-qualify and tender for:

1. Rehabilitation/Re-roofing of Hostel I, TETF/UNI/ADO-EKITI/NEEDS/2013/01
2. Rehabilitation/Re-roofing of Hostel II, TETF/UNI/ADO-EKITI/NEEDS/2013/02
3. Rehabilitation/Re-roofing of Hostel III TETF/UNI/ADO-EKITI/NEEDS/2013/03
4. Rehabilitation/Re-roofing of 1000 Seaters lecture theater, TETF/UNI/ADO-EKITI/NEEDS/2013/04
5. Rehabilitation/Re-roofing of 750 Seaters lecture theater, TETF/UNI/ADO-EKITI/NEEDS/2013/05
6. Rehabilitation/Re-roofing of Lecture Room 1, TETF/UNI/ADO-EKITI/NEEDS/2013/06
7. Rehabilitation/Re-roofing of Lecture Room II, TETF/UNI/ADO-EKITI/NEEDS/2013/07
8. Rehabilitation/Re-roofing of 1050 Seaters Lecture theater, TETF/UNI/ADO-EKITI/NEEDS/2013/08
9. Aluminum Sheet Re-covering of One Storey Lecture Halls, TETF/UNI/ADO-EKITI/NEEDS/2013/09

## **2.0 Pre-Qualification Requirements**

a. Interested contractor are invited to submit the following Compulsory and Mandatory documents:

- i. Evidence of Registration with Corporate Affairs Commission (CAC)

- ii. Include CAC registration form C02 and CO7 containing list of Directors and Shareholders
- iii. Evidence of Tax Clearance Certificate for the last three (3) years (2010- 2012)
  - 1. Company Audited Account in the last three (3) years (2010-2012)
  - 2. Bidders should note that refundable bid security of 2% of bid sum in Bank Certified Cheque will accompany &e bid documents.
  - 3. A sworn affidavit that all documents submitted are genuine and verifiable
  - 4. A sworn affidavit that none of its Directors has been convicted in any country for any criminal offence, including fraud or financial impropriety.
  - 5. A sworn affidavit indicating whether or not any current officer of Ekiti State University, Ado-Ekiti is a former or present Director, shareholder or has any pecuniary interest in the company.
  - 6. Evidence of compliance with Part IV, section 16 (6d) of the Public Procurement Act 2007 as it relates to Pension (Certification or exemption from PENCOM)
  - 7. Show evidence of compliance with Section 6(ii) of the Industrial Training Fund (ITF) Amended Act, 2011.
  - 8. Evidence of compliance with the Employee's Compensation Act which Employers of labour must remit 1% of the total annual emolument of their workers to the Nigerian Social Insurance Trust Fund.
  - 9. Evidence of Registration for Value Added Tax and Remittances

**Failure to provide a (i xii) above will automatically disqualify the bidder.**

#### **B. Other Requirements**

- i. List of verifiable Equipment owned (provide receipt, picture etc)
- ii. Evidence of Technical and Professional staff strength with academic and professional qualification of Key personnel available for the project, curriculum Vitae of Personnel to be duly authenticated by individual staff.
  - 1. Evidence of relevant variable execution, on similar jobs in Nigeria over the last 5 years Stating location, cost and duration of execute, with letters of Award and certificates of Completion.
  - 2. Evidence of Social Responsibility in terms of Endowment, Sports or ETF attribution
  - 3. Reference letter from bankers and copies of current bank statements.

**All requirements in 2a and b are to be arranged in the ORDER above**

### **3.0 Verification of Claims**

Interested contractors must note that Ekiti State University, Ado-Ekiti reserves the right to verify claims made in the pre-qualification document submitted by them.

### **4.0 Pre-Qualification and Tenders Fees**

Contractor is to pay a non-refundable processing fee of N35,000.00. The fee should be paid in Bank Draft and addressed to Ekiti State University, Ado-Ekiti.

### **Submission of Documents**

1. The pre-qualification applications with all the required supporting documents should be neatly packaged, bound and forwarded in sealed envelope and marked at the top left corner. For example; "Pre-qualification for the Rehabilitation /Re-Roofing of Lecture Room II"
2. The completed tender's document collected from Physical Planning Department, Ekiti State University Ado-Ekiti, must be sealed in an envelope marked at the left corner. For example; "Tender documents for the Rehabilitation /Re-roofing of Lecture Room II"

The companies submitting the pre-qualification and tender document should write the name, mobile phone number of contact person and the name of the Firm at the bottom left corner of the TWO envelopes. This will allow for prompt communication.

The Pre-qualification and tender document must reach the University not later than 9.00a.m. on 6<sup>th</sup> May 2014.

The two parcels (Pre-qualification and Tender) should be addressed to

### **The Registrar**

**Ekiti State University, Ado-Ekiti**

**PMB. 5363 Ado-Ekiti, Ekiti State**

### **Please Note that:**

1. The pre-qualification and tender documents paper will be opened immediately after 9.00a.m. on 15<sup>th</sup> May 2014 in the Senate Chamber of the University. All those who would have submitted their documents or their representative by the dead line are hereby invited to the meeting for opening of the pre-qualification and tender document.
2. Only the tender document of pre-qualified contractors will be opened.
3. Contractors are expected to adhere strictly to All instructions as non-compliance may constitute a ground for disqualification.

4. All interested contractors are expected to inspect the project of their interest

**Omojola Awosusi, Ph.D.**

**Registrar.**