

Federal Polytechnic, Oko

Subject: Invitation for Prequalification Exercise

Year 2016 Capital Project

(A) Preamble

This is to invite interested and reputable persons or contractors to indicate interest in the Pre-qualification exercise for the under-listed projects under the Year 2016 capital project.

(B) Scope of Work

Lot 1 Supply and installation of 20Nr Desktop 405GI MT A4-5000D5S25EA/4GBRAM/W8 1dgv7p4/1yw/USBKBD

Lot 2 Supply and installation of 20Nr. Corei3 laptop, 52GHz 500, 8GB Back Light Touch 13inches Screen win 10 convertible

Lot 3 Supply and installation of 20Nr 2HP Split Unit Air-conditioner complete with all accessories

Lot 4 Procurement and installation of 200Nr locally fabricated double sided four in one computer tables with chairs measuring 1.5m length, 1.2m width, 1.35m height and revolving chairs

Lot 5 Supply and installation of 20Nr wooden executive table with three drawers on each side measuring 1.6m length x 900mm width x 800mm high and executive armed Chairs padded with black coloured leather.

Lot 6 Supply and installation of 20 Nr office fridge 600mm width x 1.2m high with eggs rack shelves, vegetable room, freezer room, lock and key, interior light and external condenser.

Lot 7 Supply and installation of 20 Nr paper shredders with jam protection, auto shut off, super strong fast moving cutting blades, basket full indicator, manual reverse mode and thermal over load protection.

Lot 8 Supply and installation of 20 Nr computer printer PRO (black) with printing output up to 33ppm or more and memory 512mb.

Lot 9 Supply and installation of 50 Nr non-rechargeable ceiling fan with three blades, 220-240v, 50Hz, 0.36 ±10% AMP, 270+10% RPM, 70 + 10%W, 230+10% M3/minute and single phase.

Lot 10 Supply and installation of 30 Nr steel file cabinet 1,8m height, 1,180m width, 390mm depth, Grey colour, 0.6mm thick, aluminium handles, normal key lock, electrostatic powder coating surface and loading detail of 467PCS/40HQ

Lot 11: Supply and installation of 30 Nr office copier type Desktop, 30CPM/PPM, paper size max A4, Min A6 with Network printing and scanning option 10base-T/150 Base - Tx) (TCP/IP) protocols resolution 600 x 600dpi, power consumption 1kw, memory speed (128mb).

Lot 12: Supply and installation of 40 Nr semi-executive wooden tables with three drawers on one side measuring 1.35m length, 700mm width, 800mm high with armless executive chair padded with black coloured leather.

(C) ELIGIBILITY REQUIREMENTS FOR BIDDING

Prospectively bidders should provide the under listed documents which are considered as key requirement along with their technical submission's.

- (1) Photocopies of Certificate of Incorporation with Corporate Affairs Commission (CAC)
- (2) Company Audited Accounts for the past three years (2011, 2012, 2013)
- (3) Current Tax Clearance Certificate.
- (4) Company profile with details of key staff and equipment's
- (5) Evidence of financial capacity from a reputable bank
- (6) Evidence of previous similar assignment's with relevant evidence of successful completion.
- (7) Evidence of valid current ITF certificate of compliance
- (8) Evidence of valid current PENCOM certificate of compliance
- (9) Annual turnover of company
- (10) Evidence of registration on the national database of contractors, consultants and service providers from BPP

(D) SUBMISSION OF BID DOCUMENTS

All prospective bidders must comply with the following conditions:

- (1) Bid documents containing full specification etc. are to be obtained from the Office of Director, Physical Planning Unit (2nd FLOOR), Administrative Block 2 of Federal Polytechnic, Oko on the payment of non-refundable fee of 20,000.00 (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 labelled 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 submission should be made between 9am – 3pm Mondays -Fridays at the office of Director Physical Planning 2nd Floor Administrative Block 2
- (6) All enquires on technical issues must be addressed to the above address

(E) CLOSING AND OPENING OF BIDS

All submission of Technical and financial bids will close by **11:30am on Tuesday, 8th November, 2016.**

Opening of bids will be conducted immediately at 11:30am following the deadline of submission of bids the same day in the Board Room of Rector's office, Federal Polytechnic, Oko.

Signed:
Management