

Invitation for Prequalification and Notice of Tender at College of Education Hong, Adamawa

College of Education Hong

P.M.B....Hong, Adamawa State.

Tertiary Education Trust Fund Library Intervention

Invitation for Prequalification and Notice of Tender

A. Introduction:

The College of Education Hong, is a beneficiary of the year 2013 TETFUND Library Intervention projects. In view of the above, the College hereby invites reputable and competent companies/firms for prequalification and tender submission in respect of the following project.

S/No	Project Tittles	Non Refundable Tender Fees
1	Proposed Procurement of 289 Assorted Books	(N)20,000.00
2	Proposed Procurement of 71 Journals	20,000.00
3	Proposed E Library Project	30,000.00

B. Pre-qualification Requirements:

All interested bidders must enclose copy of items (i-iii), and original copy of item (vi) as stated below:

- i. Evidence of registration with the corporate Affairs Commission (Only a Limited Liability Company will be accepted).
- ii. VAT certificate.
- iii. Recent Tax Clearance Certificate for the last three (3) years with clearly written Tax Identification Number.

- iv. Audited Account and annual turnover of the Company in the recent three (3) years (with name, office address, Phone numbers and valid e-mail address of the Auditors).
- v. Company Profile. This should contain among others.
 - Evidence of Technical competence (Staff & Equipment)
 - Evidence of execution of Similar project (this should include award letters and practical completion certificate with colored Picture of the completed project and valid e-mail address and phone numbers of the institution where the project is executed for confirmation).
- vi. Letter from company's Bank stating financial capability of the company to execute the projects.
- vii. Evidence of Registration with ITF and certificate of compliance
- viii. Evidence of Pension Contribution of staff (certificate of compliance)

Collection of Tender Documents and Additional Information

The tender documents and additional information can be obtain from the office of the Director Works upon showing evidence of payment of non-refundable Tender fees indicated above. The fees are to be paid into the College account, details of which can be obtain from the college Bursar.

D. Submission of Prequalification and Tender Documents:

All pre-qualification and tender submissions should be in duplicate copies (Marked original and copy) and sealed in separate envelop enclosed in a common envelop. All envelopes must be wax sealed and bear the project title and lot number at the top right hand corner. The company's name should be indicated on the revised side of the envelop and addressed to:

**The Director
Department of Works,
College of Education Hong,
P.M.B..., Hong, Adamawa State.**

The envelope containing the Tender documents should be clearly marked "Tender Document" All envelop should be inserted into the Tender box at the Department of work of the College.

E. Opening of Prequalification and Tender:

All tender must be submitted on or before 25th April 2014 by 10.00am.

Prequalification submission would be opened same day by 12.00 noon at the conference room of school of science.

Tenders will be opened one (1) week later at the same venue by 10am. Note that only tenders of those prequalified will be opened. Tenders submission of those none prequalified will be returned to them sealed.

Contractors or their representatives, who chose to may attend the prequalification and tender opening.

Please Note:

- All expenses incurred associated with the preparation of the pre-qualification documents shall be borne by the prospective Contractor.
- The college reserves the right to reject any, or all of the prequalification submissions.

**Dr. J. H Pongri,
Provost**