

Federal College of Education (Technical) Gombe
Ashaka Road, P.M.B 60, Gombe, Gombe State
Tertiary Education Trust Fund Special Intervention
Invitation for Prequalification and Notice of Tender

A. Introduction:

The Federal College of Education (Tech), Gombe is a beneficiary of the year 2013 TETFUND Board of Trustee Special 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 Title	Non-refundable Tender Fees (N)
1	Proposed Procurement and Installation of Office Furniture	50, 000.00

B. Pre-Qualification Requirements:

All Interested bidders MUST enclose colored photocopy or, scanned colored copy of Items (i-iii), and original copy of item (vi, vii, and ix) as stated below:

1. Evidence of registration with the corporate Affairs Commission (Only a Limited Liability Company will be accepted).
2. VAT certificate.
3. Recent Tax Clearance Certificate for the last three (3) years with clearly written Tax Identification Number.
4. Audited Account and annual turnover of the Company in the recent three (3) years (with name, office address, Phone numbers and valid email address of the Auditors),
5. 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).

1. Letter from company's Bank stating financial capability of the company to execute the projects.
2. A written letter of authority from a company to the college to verify its Tax Clearance status with Federal Inland Revenue.
3. Names, Address and Phone Numbers of the Company Directors and Share holders accompanied by a photocopy of form C7 and a sworn court affidavit (stating that none of the Directors/Share holders is a current staff, and; or official of the College).
4. A written evidence of non-bankruptcy from the company legal adviser.
5. Evidence of Registration with ITF and certificate of compliance
6. Evidence of Pension Contribution of staff (certificate of compliance)

C. Collection of Tender Documents and Additional Information

The tender documents and additional Information can be obtain from the office of the Director Procurement Department 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 obtained from the college Bursar.

D. Submission of Pre-qualification and Tender Documents:

All prequalification 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 tot number at the top right hand corner. The company's name should be indicated on the revised side of the envelope and addressed to:

**The Deputy Director
Department of Procurement,
Federal College of Education (Tech),
P.M.B. 60, Ashaka Road,
Gombe, Gombe State**

The envelope containing the Tender documents should be clearly marked "Tender Document"

All envelop should be Inserted Into the Tender box at the Procurement Department of the College.

E. Opening of Prequalification and Tender:

All tender must be submitted on or before **25th March, 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 1st April, 2014 at the same venue by 10am. Note that only tenders of those prequalified will be opened. Tenders submission of those not 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 documents should be arranged and submitted in the order they appeared (item i-xi) above.
- The college reserves the right to reject any, or all of the prequalification submissions.
- Performance bond will be required from any contractor that wins the Tender before commencement of the work.

Signed:

D/Director:

Procurement Department