

kaduna Polytechnic

P.M.B. 2021 Kaduna, Nigeria

Invitation for Submission of Technical and Financial Bids for the Procurement of Equipment for the Department of Chemical Engineering

1.0 Introduction

The Kaduna Polytechnic wishes to notify the general public of its intention to embark on a project for Procurement of Service Units for the Department of Chemical Engineering. The project shall be funded from the Institution's Internally Generated Revenue.

Interested and eligible contractors are hereby invited to submit Technical and Financial Bids for procurement below.

2.0 Scope of Work

The scope of work comprises of:

- Procurement, Installation & Commissioning of Equipment Chemical Engineering Department

3.0 Requirements

The following documents should be submitted in the order listed for the purpose of assessment.

1. Evidence of incorporation of the company with the Corporate Affairs Commission (CAC)
2. Memorandum and Articles of Association of the company and an up to date annual return with the CAC.

3. Company profile with certificates, telephone numbers and e-mail addresses of key personnel.
4. Tax Clearance Certificate for the last three years
5. Company audited account over the last three years
6. Evidence of VAT registration and remittance in the last three years
7. Evidence of registration with the Pension Commission and remittance of contributions
8. Evidence of successful completion of similar projects. (Letters of commission and certificates of practical completion)
9. Reference letter from a reputable bank
10. Evidence of registration with the Industrial Training Fund
11. Sworn affidavit certifying the following:
 - i. The company is not in insolvency or receivership
 - ii. The company does not have any director who has been convicted by any court for financial offence in relation to fraud or financial impropriety
 - iii. That no Officer of Kaduna Polytechnic is a former or present director or shareholder of the company
 - iv. That there has been no promise of any gift in any form to any of the Polytechnic staff
12. Verifiable evidence of relevant equipment and facilities and their location (where they can be inspected) with proof of ownership, hire or lease agreement.
13. All photocopies of documents should be submitted in colour. Originals should be made available for sighting on request.

4.0 Submission of Documents

The Technical and Financial Bids should be put in separate envelopes and identified accordingly. The two envelopes should then be sealed in an envelope and marked "confidential" along with the title of the procurement at the left hand corner and sent to the address indicated below. Name, Telephone Number and mailing address of the bidding entity should be clearly stated on the reverse side of the envelope(s).

The Registrar,

Kaduna Polytechnic,

Tudun Wada Main Campus, Kaduna

5.0 Closing Date of Submission

Closing date for the submission of Technical Bids shall be on 2nd July, 2013 by 12 Noon while the opening shall be on the same date by 1.30pm at the Council Chambers, Central Administration Building Tudun Wada, Kaduna. The closing date for the submission of Financial Documents shall be on 16th July, 2013 by 12.00 Noon while the opening shall be at 1.30pm at the Council Chambers, Central Administration Tudun Wada, Kaduna on the same date.

Note

Only the Financial Documents of pre-qualified contractors shall be opened on the date stated above. The Financial Documents can be obtained from the office of the Director Physical Planning during working hours Monday through Friday after the payment of the appropriate Tender Fees.

This advertisement shall not be construed as a commitment on the part of the Kaduna Polytechnic Management nor shall it entitle responding Tenderers to seek any indemnity from the Polytechnic by virtue of such Tenderers having responded to this advertisement.

Signed:

Alh. Zayyana Ibrahim Kukasheka

Registrar