

PETROLEUM**TRAINING****INSTITUTE****P.M.B 20, Effurun, Delta State****INVITATION FOR TECHNICAL BIDS AND TENDER FOR PROJECTS****1.0****INTRODUCTION**

The Petroleum Training Institute (PTI) is desirous of undertaking the execution of the various development projects under the 2016 Capital Appropriation. The PTI hereby invites interested, competent and reputable contractors, suppliers and manufacturers with relevant experience and good track record to make submissions for technical and commercial tender for the under-listed projects as listed under categories A & B

2.0 PROJECT**DESCRIPTION****2.1****CATEGORY****A**

LOT A1: Procurement of Specialized workshop equipment for Oil and Gas Fire Academy (PROJECT REFERENCE: PTI02A020916)

LOT A2: Procurement of Classroom furniture for centre for corrosion studies, petroleum processing and standardization (PROJECT REFERENCE: PTI02A020917)

LOT A3: Procurement of Classroom furniture for Skill Acquisition Centre (PROJECT REFERENCE: PTI02A020918)

LOT A4: Procurement of Library Books and Audio-Visual Equipment (PROJECT REFERENCE: PTI05A020924)

LOT A5: Procurement of Academic Laboratory Equipment (PROJECT REFERENCE: PTI09A020928)

LOT A6: Procurement of Building Equipment for Quality Control (PROJECT REFERENCE: PTI02A020920)

LOT A7: Procurement of Information Technology Centre Computers, Printers, Audio-Visual Equipment and Peripherals (PROJECT REFERENCE: PTI07A020926)

LOT A8: Procurement of Medical and Health Equipment (PROJECT REFERENCE: PTI08A020927)

2.2 CATEGORY**B**

LOT B1: Construction of Water Scheme Reticulation Phase 1 at Osubi Campus (UPVC 200MM & 150MM) (PROJECT REFERENCE: PTI06A020921)

LOT B2: Provision of Water Source head Works (Surface Tanks 12 cubic Meters & Overhead at 30meter staging) and Treatment Plants (PROJECT REFERENCE: PTI06A020922)

LOT B3: Construction of Generator House for MVA set (PROJECT REFERENCE: PTI06A020923)

LOT B4: Construction of 45meters swimming pool at Integrated offshore technology centre at Aladia (PROJECT REFERENCE: PTI06A020925)

LOT B5: Construction of 300 seater lecture theatre building (superstructures, electrical and plumbing etc) (PROJECT REFERENCE: PTI06A020929)

LOT B6: Construction of 2Nos Packing Lots in the frontage of lecture halls and classrooms (PROJECT REFERENCE: PTI06A020930)

3.0 REQUIREMENTS

The Petroleum Training Institute in compliance with the provisions of Public Procurement Act 2007 and Bureau of Public Procurement Guidelines request interested companies to submit the following documents with verifiable evidences for assessment/consideration

- a. Evidence of registration with Corporate Affairs Commission (CAC)
- b. Certified true copies of Memorandum and Article of Association of Company and CAC form CO2 and CO7 (Particulars of Directors)
- c. Comprehensive Company profile including names of key personnel with detailed organizational structure, experience of key personnel and skill of key management staff
- d. Company tax clearance certificate for the last three years (2013, 2014 and 2015)
- e. Evidence of VAT Registration Certificate with TIN Number and remittances
- f. Evidence of compliance with Part IV 16(6d) of the Public Procurement Act 2007 as it relates to PENSION (or certificate of exemption from PENCOM) and section 1(2) of Pension Reform Act 2004
- g. Evidence of compliance with Industrial Training Fund (ITF) Amendment Act 2011 by inclusion of copy of compliance certificate from Industrial Training Fund
- h. Audited Accounts for the last three years (2013, 2014 and 2015)
- i. Evidence of financial capability or specific support from a licensed commercial bank
- j. Evidence of registration with the Bureau of Public Procurement (BPP) as a Contractor
- k. List of verifiable similar job/services completion for the last three years (2013, 2014 and 2015 and details of the companies that the job/services were rendered including certificate of completion (Please provide Company full contact, not P.O. Box/PMN, functional telephone number and email

address)

l. Category B in addition to above, include evidence of registration with relevant regulatory bodies such as COREN, NSE, CORBON etc

m. Category B in addition to the above, include list of equipment and machines for to be used for the project and their location

n. Sworn affidavit that none of the Directors has been convicted in any court of law for any criminal/financial offence

o. A sworn affidavit confirming that all information presented and attached are true and correct of the Company and that no officer of PTI is a former director or present director or shareholder or has pecuniary interested in the bidder

p. Letter of consent to allow for verification of all the documents submitted including CAC, Tax, VAT Remittances, Pension, Industrial Training Fund and Company's financial standing with the Bank

4.0 COLLECTION OF TENDER DOCUMENT

4.1 CATEGORY A LOTS

All interested bidders for CATEGORY A should collect bid documents from Procurement Department PTI Effurun between 10am – 3pm (Monday -Fridays) on the 28th July, 2016 on payment of a non-refundable fee of N25,000.00 for each lot into PTI TSA Internal Generated Revenue Account with CBN through any Commercial Bank and obtain receipt from PTI Accounts Department.

4.2 CATEGORY B LOT

Interested bidders for Category B should collect bid documents from Procurement Department, PTI Effurun, between 10am – 3pm (Monday – Friday) on 14th September 2016 on a payment of non-refundable fee of N30,000.00 for each lot into PTI TSA Internal Generated Revenue Account with CBN through any Commercial Bank and obtain receipt from PTI Accounts Department.

5.0 SUBMISSION OF TENDER DOCUMENT

The title of the Project should be written at the top left-hand corner of the envelope and should bear the name of the tendering contractor in a wax sealed envelope.

Prospective bidders shall enclose the Technical Bid in a separate envelope and the Commercial Bid in another separate envelope; and the two separate envelopes shall be enclosed in one outer envelope clearly marked “INVITATION TO TENDER CATEGORY ... lot (LOT...) e.g. CATEGORY A (LOT A1). The sealed package (set) should reach the address below:

The Chief Internal Auditor
Petroleum Training Institute

P.M.B.

20,

Effurun

Delta State.

6.0

CLOSING/

OPENING

DATE

The closing date for category A Lots is **on the 7th September, 2016** and the tenders shall be opened on same day at 2.00pm at the Council Chambers, Petroleum Training Institute, Effurun.

All closing date for Category B Lots is **on the 29th October, 2016** and the tenders shall be opened on same day at 3.00pm at the Council Chambers, Petroleum Training Institute, Effurun.

All bidders and/or their representatives in both categories, NGO's, relevant Professional Bodies are invited to witness the public opening exercise.

NOTE

Late submission shall not be accepted under any circumstance(s)

Bidders who had earlier paid tender fee for LOT B5 in 2015, need not pay the stipulated tender fee; but may participate in the tendering process of the LOT B5.

The Petroleum Training Institute reserves the absolute discretion and right to either accept or reject any documents and it shall not be required to give reason(s) for refusal to invite any company.

This publication shall NOT be construed as a commitment on the part of PTI, Effurun nor shall it entitle any contractor to make any claim whatsoever and or seek any indemnity from PTI, Effurun.

Signed

Management