

Benue State University
Benue State
Makurdi, Nigeria
Office of the Vice-Chancellor

BSU/R/TB/57

23rd February, 2016

Invitation for the Pre-Qualification/Tender of Contractors for Entrepreneurship Intervention Year 2013/2014 (Merged)

1.0 Introduction

The Benue State University, Makurdi has received an Allocation from the Tertiary Education Trust Fund and desires to apply the funds in the following projects:

- Lot 1: Supply and installation of various fashion designing equipment
- Lot 2: Supply and installation of professional audiovisual equipment
- Lot 3: Supply and installation of various barbing saloon equipment
- Lot 4: Supply and installation of hair treatment equipment.
- Lot 5: Supply and installation of printing press equipment

2.0 Pre-Qualification Requirements

Interested and competent contractors with experience in executing works of similar nature are requested to submit pre-qualification documents, neatly bound, paginated and arranged in the following order for consideration;

- (i) Evidence of registration and incorporation of company with Corporate Affairs Commission (CAC)
- (ii) Company Income Tax Certificate for the last three years (CTC)
- (iii) Company Audited Accounts for the last three year; (CAA)
- (iv) List of key staff with evidence of proficiency and experience.
- (v) Evidence of financial capacity and bank support.

- (vi) Verifiable list of similar works as successfully completed in the last 3 (three) years with names of client, evidence of award and completion certificates.
- (vii) VAT Registration and evidence of VAT remittances.
- (viii) Evidence of current PENCOM Compliance Certificate.
- (ix) Evidence of compliance with the provision of section 16 (c) of Industrial Training Fund (ITF) Act on 1% Contribution of any employer having 5 or more employees in his establishment. (Registration and Remittances).
- (x) A sworn affidavit indicating the authenticity and verifiability of all submissions.
- (xi) A sworn affidavit indicating that none of the directors of the company had been Convicted for any criminal offence either at home or abroad

3.0 Financial Bid Requirement

Interested bidders are to collect tender documents from the Procurement Unit of the Benue State University at a non-refundable tender fee of Fifty Thousand Naira (N50,000.00) only payable to Benue State University in bank draft. A copy of payment receipt MUST be attached to the financial tender document.

4.0 Submission of Tender Documents

- (a) Two copies of all Pre-qualification Tender documents to be submitted must be in a sealed envelope and marked at the top-right hand corner of the envelope Pre-qualification for (Project Name/Lot No.);
- (b) One copy of Financial Tender document (priced bill of quantities) to be submitted must be in a sealed envelope and marked at the top-right corner of the envelope Financial Tender for (Project Name/Lot No.)

All envelopes for both the Pre-qualification Tender documents and Financial Tender documents should be placed in a bigger envelope and addressed to:

**The Registrar,
Benue State University
Makurdi**

The tender document must be dropped into the big box in **the Registrar's office, Benue State University, Makurdi on or before 12:Noon Tuesday, 12th April, 2016.**

5.0 Note

(a) The technical and financial bids will be opened on the same day Tuesday, **12th April, 2016 at 2:00 pm** in the Senate Chambers of Benue State University in the presence of bidders/representatives.

(b) Late submission will be rejected.

(c) That this advertisement is not a commitment on the part of the Benue State University nor shall it entitle any person to make any claim whatsoever and or seek any indemnity from the University by virtue of such person having responded to the advertisement.

(d) That after the pre-qualification exercise, only tenders from pre-qualified Contractors for contracts and jobs will be used and the University shall not enter into any correspondence with unsuccessful applicants.

Dr. T. I. Utile

Registrar and Secretary to Council