

Federal Ministry of Education

National Examinations Council (NECO)

National Headquarters Complex

KM 8, Minna-Bida Road, P.M.B.159

Minna, Niger State

www.mynecoexam.com

Invitation for the Pre-Qualification and Tender for the Purchase of Utility Scanners and Vehicles under the 2012 Capital Projects Appropriation

Following approval for capital projects under 2012 capital expenditure, National Examinations Council (NECO) hereby invites interested, experienced and qualified contractors/suppliers to bid for the following projects:

1. Projects
 - i. Lot 1. NECO/SCA/23010118/2012 – (Purchase of Scanners)
 - ii. Lot 2. NECO/MV/23010105/2012 – (Purchase of Motor Vehicles)

2. **Pre-qualification/Tender Requirements**
 - i) Certificate of Incorporation
 - ii) Current Tax clearance Certificate/Declared turnover
 - iii) Value Added Tax (VAT) Registration/Remittance

- iv) Proof of Equipment and other physical facilities to perform the contract (including after sales service, where appropriate)
- v) Minimum of three years experience in the handling of similar projects. Documents must be attached where applicable.
- vi) Sworn affidavit from a court affirming that no Director of the company was ever convicted.
- vii) Reference letter from a reputable bank/three (3) years Audited Accounts.
- viii) Evidence of payment to Industrial Training Fund (ITF) of one per centum of company's total annual payroll in compliance with ITF Act Section 6 (i).
- ix) Evidence of fulfillment of statutory obligation with respect to payment of company employees' Training Contribution in compliance with ITF Act Section 6 (ii)

3. NB

- The above requirements supersede those listed in the previous advertisements.
- Technical and Commercial bids must be submitted as appropriate.
- Full bidding procedure shall only be applied to contractors/suppliers capable of executing the projects.
- The Establishment is not obliged to award any contract to any contractor/supplier.
- All submitted documents are subject to verification.

4. Tender Documents

i. Collection

Tender documents containing detailed description of each project can be obtained from Procurement Division, Registrar's Office, National Examinations Council (NECO) Headquarters Complex, Km 8, Minna – Bida Road, Minna. Niger State.

ii. Submission

All documents should be addressed to the Registrar/CEO, National Examinations Council (NECO), Headquarters, **Attention: Deputy Director (Procurement)**.

5. Closing

(a) The closing date for submission of tenders has been extended to Monday 3rd September, 2012 by 4 p.m.

(b) Original copies of the technical and financial tenders are to be marked with the name of the bidder, lot nos and project type and should be dropped by hand into the tamper proof tender box located in the procurement office.

(c) The technical documents will be opened first and only pre-qualified contractors will participate in the financial bid opening.

Both tender documents are to be sealed and submitted at the same time.

Opening of Tenders

All tender documents shall be opened as scheduled below:

Date: Tuesday 4th September, 2012

Venue: NECO Headquarters, Km 8, Minna-Bida Road, Minna

Time: 11.00 a.m.

All Bidders, Civil Society Organizations and relevant Professional Bodies are invited.

Signed:

Registrar/CEO

National Examinations Council