

Federal Ministry of Education

National Examinations Council (NECO)

National Headquarter 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. Protects

- i. NECO/SCA/23010118/2012-(Purchase of Scanners)
- ii. NECO/MW/23010105/20 12- (Purchase of Motor Vehicles)

2. Pre-qualification/Tender Requirements

- i, Certificate of Incorporation
- ii. Current Tax Clearance/Declared Turnover

iii. Value Added Tax (VAT) Registration/Remittance

i v. 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 reputable bank/three (3) years Audited Accounts.

3. NB

Technical and Commercial bids must be submitted as appropriate.

Full bidding procedure shall only be applied to contractors/suppliers capable for executing the projects

The Establishment is not obliged to award any contract to any contractor/supplier

All submitted documents are subjects to verification

4. **Tender Documents**

i. **Collection**

Tender documents containing detailed description of description of each project can be obtained from procurement Division, Registrar's Office, National Examination 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).

All documents should be dropped by hand into the tamper proof Tender box located in the Procurement Office.

Original copies of the technical and financial tender documents are to be marked with the Name of the bidder, lot dos and project type. Both tender documents are to be sealed and submitted at the same time.

5. Closing

All the process must be completed on or before **Monday 13th August, 2012**. Please note that late submission will not be entertained.

6. Opening Tenders

All tender documents shall be opened as scheduled below

Date: Tuesday 14th August, 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