

National Teachers' Institute (NTI), Kaduna

Invitation for the Prequalification of the Printing of Training Manuals for Capacity Building for Primary and Junior Secondary School Teachers (MDGS Project) 2012

The National Teachers' Institute, Kaduna is in the process of implementing the 2012 Capacity Building Workshops for 125,000 Primary and Junior Secondary School teachers in about 250 designated centres nationwide. The workshops are scheduled to hold during the Long Vacation (August/September 2012).

The essence of the training is to refresh the participants in the innovative techniques of Basic Teaching Methodologies, Classroom Management Techniques, Information and Communication Technology (ICT) and Language Communication Skills.

The workshops will be funded from the Debt Relief Grant and implemented under the Millennium Development Goals (MDGs) Projects. The workshops will be facilitated by selected resource persons using specially designed self-instructional manuals (one on each subject).

The National Teachers' Institute is by this advertisement inviting reputable printers to tender for:

1. The prequalification for the printing of training manuals and
2. The production of customized CD Plates for Participants

The printers will be required to meet the standards determined by the Institute in terms of quality of materials and finished products, capacity for timely delivery and adequate facilities to deliver.

The specifications for the manuals and CD Plates are available for collection at the NTI Headquarters, Kaduna.

Prequalification Requirements

Interested firms should submit their bids along with the documents mentioned hereinafter in a sealed envelope to the address indicated below. Failure to submit any of the underlisted documents may lead to the disqualification of the bid:

- i. Full detail of the Company's profile
- ii. Certificate of Registration with the Corporate Affairs Commission
- iii. Tax Clearance Certificate for at least Three years
- iv. Evidence of VAT Registration and Remittance
- v. Evidence of similar job(s) executed in the past (with verifiable addresses)
- vi. Organizational structure, available manpower with list of technical staff with their resumes
- vii. List of equipment/Distribution facilities
- viii. Evidence of financial capability/Bank Reference and Annual Turn Over of at least N50 Million Duly Stamped by the Bank
- ix. Company audited accounts over the past three years
- x. Evidence of Registration with Pensions Commission in Compliance with provisions of Section (16 (6) (d) of the Public Procurement Act, 2007 (PPA 2007)
- xi. Payment of non-refundable bidding fee of N30,000.00 (Thirty Thousand Naira only) payable to the National Teachers' Institute, Kaduna

Selection Criteria

Printers will be selected in accordance with the provisions of the Procurement Act 2007 and Due Process mechanism.

Bid Presentation

Interested firms are to submit separate prequalification/Technical Proposals in sealed envelope. The proposal together with the documents earlier listed are to be submitted in sealed envelope addressed to the Director-General and Chief Executive, National Teachers' Institute, KM5 Kaduna-Zaria Road, P.M.B. 2191, Kaduna duly marked "Printing or Production of CD Plates". The bid should be dropped in the Tender Box in the office of the Registrar. Bidders' name, address and telephone numbers, should be indicated on the reverse side of the envelope. Bidders are to ensure that they also sign the Submission Register in the Registrar's office.

Closing Date:

All bids must be delivered to the address below on or before 23rd July 2012 by 12.00 noon.

Signed**Management**