

Federal College of Education, Abeokuta

P.M.B. 2096, Sapon, Abeokuta

Invitation of Contractor for Pre-Qualification & Tender for the Procurement of Goods on 2013 TETFund Sponsored Special Intervention Projects at Federal College of Education, Abeokuta

(1.0) Introduction:

The Federal College of Education, Abeokuta intends to execute some TETFund Sponsored Projects. The Management is desirous to acquire some goods in the current fiscal year to enhance Teaching & Learning towards the realization of the set goals.

In view of the above, the College is inviting interested, competent and reputable Contractors to Pre-Qualify and Tender for the following Projects described below:

Lot	Project No.	Project Description
1	FCE/OSIELE/TETF/SP/13/01	Procurement of Office Equipment
2	FCE/OSIELE/TETF/SP/13/02	Procurement of Office Furniture
3	FCE/OSIELE/TETF/SP/13/03	Procurement of Utility Vehicle

(2.0) Pre-Qualification Requirements for Contractors

- (i) Verifiable Evidence of Incorporation with Corporate Affairs Commission with Incorporation Number boldly written on the front page of the Company's Profile Letter.
- (ii) Verifiable Evidence of TAX Clearance Certificate for the last Three (3) Years with Tax Identification Number (TIN) boldly indicated on the Certificate.
- (iii) Evidence of VAT registration.
- (iv) Evidence of enrolment of company employees on pension scheme.
- (v) Evidence of audited account of the firm stamped and signed by ANAN/ICAN members for the last three years indicating the share capital.
- (vi) Verifiable office and workshop address(es): NOT P.O. Box but should include telephone numbers of company directors.

(vii) Verifiable list of executed similar jobs (i.e. letters of awards and certificates of practical job completion including a referral letter from the issuing authority on practical completion)

(viii) Evidence from the company's bankers as to its financial capability to undertake the project.

(ix) Evidence of I.T.F. compliance.

(x) A comprehensive company profile of contractors to include verifiable staff list, equipment, workshop machines, tools etc.

(xi) Evidence of Financial Capability/Evidence of Financial backing/reference from reputable bank.

Arrangement of documents in soft and hard copies should follow the order in the list above appropriately numbered. Each parcel should have a table of content indicating the pages on which these items are to be Found.

(1.0) Eligibility/Pre-Qualification Documents

The complete pre-qualification documents must be forwarded in a sealed envelope and marked at the top left hand corner Confidential and boldly written Pre-Qualification for (Project Name), and addressed to:

**Secretary,
Tenders Board,
Federal College of Education,
P.M.B. 2096, Abeokuta.**

(4.0) Pre-Qualification Period

The schedule of the pre-qualification period is as follows:

Opens: Thursday 19th March, 2015.

Closes: Thursday 30th April, 2015.

Note:

- Incorrect address or labelled submission and those received after the closing date shall be rejected.

- This advertisement of invitation for pre-qualification shall not be construed as a commitment on the part of FCE, Abeokuta nor shall it entitle any company to make any claim whatsoever or compensation having responded to this advertisement.
- All expenses incurred in preparing pre-qualification responses and all expenses otherwise associated with this exercise shall be borne solely by the prospective company that has been successfully pre-qualified, screened and found suitable to provide the services.
- Only suitably pre-qualified contractors will get their bids opened. Interested company or companies/contractors are expected to:
 - (a) Accompany their bids with affidavit of disclosure, if any officer of FCE Abeokuta is a former or Present director, shareholder or has any pecuniary interest in the bid.
 - (b) Pay a non-refundable tender fee of N 25,000.00 only to the College Bursary Department.
 - (c) Collect tender document from the Works & Services Department of the College with original copy of the receipt collected in (b) above.
 - (d) Ensure that pre-qualification and tender documents are submitted into the tender box **on or before 12 noon 30th April, 2015.**

Pre-qualification and tender documents received will be opened immediately on the closing date by 12 noon at FCE Music Recital Hall.

Signed:

Akinola R.A.

Registrar