

**Adekunle Ajasin University**

**P.M.B, Akungba-Akoko, Ondo State, Nigeria**

**Invitation to Pre-Qualification/Tender for FGN Needs Assessment Projects.**

**A) Introduction'**

Adekunle Ajasin University, Akungba-Akoko, Ondo State, is about to utilize some of the FGN Needs Assessment intervention fund for projects (as listed below) and hereby invites interested and reputable contractors with requisite competence and expertise to apply for pre-qualification and tender for the projects.

**B) Projects:**

LOT1: Proposed 500 Capacity Lecture Theatre

LOT2: Student Relaxation Centre

LOT3: Technical Education Workshop

**C) Tender Procedure**

The Tenderers are required to prepare and submit their tenders in two separate parts, namely:

- **TECHNICAL TENDER (PRE-QUALIFICATION)**
- **COMMERCIAL/FINANCIAL TENDER**

Bids shall be prepared and submitted in accordance with the aforementioned Tender Documents (B above). In the event of a contract award, bidder will be required to enter into a formal Contract Agreement in the form of and based on the proposed Contract Documents.

**D) Technical Tender (Pre-Qualification) Requirements:**

**Each interested applicant is to submit the following:**

- Evidence of incorporation/registration with the Corporation Affairs Commission;
- Evidence of Tax Clearance Certificate for the past three years (2011,2012, 2013);
- Evidence of VAT registration and remittance;
- Detailed company's profile and office address;

- Evidence of similar projects or procurement (as applicable) done in the past five years (i.e. Letters of Award and Certificates of practical completion of similar works);
- A Audited Account of the Company for the past three years (2011, 2012, 2013);
- Evidence from Company's bankers as to its financial strength, worthiness and solvency;
- Evidence of compliance with amended Industrial Training Fund Act 2011;
- Evidence of compliance with the provision of the New pension Scheme; and
- Qualification and experience of key personnel's.
- Arrangement of documents should follow the order to the list above, appropriately numbered. Each parcel should have a Table of Contents indicating the pages or folios on which these items are to be found.

#### **E) Minimum Qualification Criteria**

This invitation to tender is based on meeting prescribed minimum criteria: company's experience, personnel & equipment capabilities, and financial position. In order to qualify tenderers must therefore have and attach evidences of:

- Verifiable successful experience as prime contractor to the execution of at least two projects of a nature comparable to the project, within the last three years.
- In or immediately available for, employment, a construction project manager with an engineering or related professional qualification with a minimum of ten years' experience in works of an equivalent nature and volume.
- Assured access (through hire, lease, purchase agreement or other means) to key items of equipment in full working-order essential for the successful execution of the Project, and

#### **F) Purchased Collection Of Commercial/Financial Tender Documents**

Tender Documents in English Language (hard copies) may be purchased from the address below upon payment by certified bank draft, of non-refundable fees of **N35,000 for Lot 1, N15,000 for Lot 2, and N25,000 for Lot 3 made out in favour of Adekunle Ajasin University, Akungba – Akoko.** The receipt of payment must be included and submitted with the tender.

**Tender Documents shall be collected in person from:**

**The Acting Director, Department of Physical Planning & Development,  
Adekunle Ajasin University, Akungbe-Akoko.**

## **Return of Tenders**

- Completed tender documents (technical and commercial/financial) should be packaged in separate envelopes, and put in another bigger envelope (3 envelopes in all) marked at the top left corner TENDER FOR FGN NEEDS ASSESSMENT PROJECTS:

Lot.....and returned by hand on or before 9am on 5<sup>th</sup> December, 2014 to the Address provided below:

**The Registrar, Adekunle Ajasin University,  
Akungba-Akoko, Ondo State.**

2. Tender documents (technical and commercial/financial) shall be opened at 10am on 5<sup>th</sup>December, 2014 at the University's Council Chamber (New Senate Budding).

### **(G) Important Notes**

- The submission of tender documents does not in any way compel Adekunle Ajasin University, Akungba-Akoko, to award the contract to any company;
- The University or its agents reserved) the right to verify any submission or claims by Companies. Companies shall, therefore, by their response to this invitation, grant the University necessary authority and guarantee for such verification; and
- Only commercial/financial tenders of bidders who meet the technical criteria will be considered. Companies which do not meet the above minimum qualification requirements need not respond to this invitation to tender.
- Only companies adjudged to be competent at the end of the exercise shall be awarded the contracts.
- The University shall not enter into any correspondence with any Company which fails this exercise, nor provide reasons for such failure.

**The University Is Not Liable To Any Company Not Considered For The Award.**

**Signed**

**R.B. Olotu**

**Registrar and Secretary to Council**