

**Osun State University, Osogbo**

**PMB 4494, Osogbo, Nigeria**

**Website:** [www.uniosun.edu.ng](http://www.uniosun.edu.ng) .

**Invitation to Pre-Qualification and Tender Exercise of Contractor for TETFund Intervention Projects for Years 2011/2013/2014/2015**

**Preamble**

In Line with the requirement of due process for award of contract for capital projects, the Osun State University Osogbo wishes to invite competent/qualified contractor to pre-qualify and tender for:

S/N	Project	Lot No.	Non-refundable Pre-qualification Tender fee	Pre- and
1	Construction of Centre for Entrepreneurship, at Osogbo, the Main Campus of Osun State University	1	100,000.00	
2	Construction of Centre for Entrepreneurship, at the Okuku Campus of Osun State University	2	100,000.00	

**PRE-QUALIFICATION REQUIREMENT**

**Interested Companies or Contractors are requested to submit the under-listed (all) verifiable documents.**

- (i) Evidence of Company registration with the Corporate Affairs Commission (CAC), and of Memorandum of Understanding (MoU) in case of a joint venture, including CAC registration forms C02 and C07;
- (ii) Certified true copy of Memorandum and Articles of Association of the Company;
- (iii) Corporate profile to include list of past projects, CV's and copies of credentials of company and technical staff indicating qualification, year(s) of cognate experience and certificate of registration with relevant professional bodies;
- (iv) Evidence of company current Tax Clearance certificate for the last three (3) years (2013-2015), duly stamped;
- (v) Photocopy of VAT registration certification;

- (vi) Current company's Audited Account for the last three years (2013-2015), duly stamped by a professional accounting firm/audit firm showing annual turnover;
- (vii) Evidence of compliance with Industrial Training Fund (ITF) Amendment Act 2011 by inclusion of compliance certificate from ITF;
- (viii) Evidence of Tax Clearance of one (1) or two (2) Directors of the Company;
- (ix) Evidence of compliance with Pension Reform Act, 2004 by inclusion of current Clearance Certificate from National Pension Commission (PENCOM);
- (x) Evidence of registration on the Database of Contractors, Consultants and Service providers by inclusion of the Interim Registration Report (IRR) issued by Bureau of Public Procurement (BPP) in line with provisions of the Public Procurement Act PPA, 2007;
- (xi) Original Bank Statement for the past Twelve (12) months;
- (xii) Satisfactory Bank reference letter and documents demonstrating availability of funds/liquid assets and/or credit facilities from the Banker(s) to successfully complete the contract;
- (xiii) Verifiable evidence of similar jobs successfully executed or being executed within the last five (5) years, indicating types, cost, location and evidence of award and completion;
- (xiv) List of verifiable essential equipment in full working condition to be used for the project, listed as owned, lured or leased;
- (xv) Company's registered Address, functional contact address, GSM phone numbers, and E-mail addresses;
- (xvi) Reference letters from three (3) previous clients with similar projects, satisfactorily completed to be included in the pre-qualification;
- (xvii) Original copies of documents would be requested to be made available for sighting when required;
- (xviii) A sworn Affidavit, certifying that:
  - (a) The documents submitted for the Pre-qualification exercise are not only genuine, but correct;

- (b) The Director(s) seeking for Pre-qualification had never been convicted by any Court of Law;
- (c) The company is not bankrupt;
- (d) None of the officers of Uniosun is a former or present Director of the Company.
- (xix) Evidence of payment of non-refundable Tender fee as indicated above;
- (xx) Insurance- "All Risk Insurance" cover;
- (xxi) Contractor must be able to finance the project up to 25% completion before any payment could be made by the University;
- (xxii) Provision of Project Performance Bond (PPB);

All the requirements are to be arranged in the order above

#### **COLLECTION OF BID DOCUMENT**

Interested Bidders should collect Bid Documents front the Office of the Registrar on presentation of receipt of payment of Tender's fee issued from the Bursary Department, Osun State University, Osogbo, Osun State.

#### **INVITATION**

Contractors are hereby requested to indicate their interest in participating in the Pre-qualification and Tender Opening Exercise, following which only Pre-qualified Bidders will have their bids processed.

#### **SUBMISSION**

All submissions for Pre-qualification and Tender (that include the programme of Works) should be in a sealed envelope and identified with the project reference number at the top left hand corner and marked "Pre-Qualification and Tender for Lot" (please specify Lot No.) and delivered by hand or courier service to reach the address stated below **not later than 12 Noon, on Thursday, 22<sup>nd</sup> December, 2016.**

#### **OPENING OF BIDS**

All Bidders, Civil Society Organization and interested stakeholders are invited to attend the public opening of the Pre-qualification and Tender meeting scheduled to take place immediately after the **close of submission by 12 Noon of Thursday, 22<sup>nd</sup> December, 2016** at the Olagunsoye Oyinlola Auditorium, Main Campus Osogbo,

**NOTE:**

(i) Failure of a Bidder to follow the order of any of the instructions above or provide any of the listed documents may automatically result in disqualification.

(ii) Notwithstanding the submission made, Osun State University, Osogbo is neither committed nor under any obligation to include any Contactor on the final list of Pre-qualification Contractors or award any form of contract to any contactor.

(iii) All Pre-qualification and Tenders documents must be submitted in duplicate (two copies).

**Signed**

**Gafar Adebayo A. SHITTU**

**Ag. Registrar and Secretary to Council**