

**The Federal University of Technology, Akure**

**P.M.B. 704, Akure,**

**Ondo State, Nigeria**

**Invitation to Pre-Qualification and Tender**

**Preamble**

The Federal University of Technology, Akure (FUTA) invites interested competent and reputable contractors to apply for this Pre-qualification and Tender exercise; and submit the required information as well as comply with all other prerequisites for Pre-qualification and Tender for the approved 2015 Donated Capital Project stated below:

**2015 Donated Project**

**Reference No.**

Construction of University Advancement  
Centre Building

Lot1 – UACB

External Works around students' Recreation  
Centre

Lot 2 – EWSR

**Scope**

The building is designed to provide office and operational spaces for the University Advancement Centre. The building is a bungalow with block walls and timber roof members while external work provide beautification for newly completed Students' Recreation Centre

**Requirements**

**To be considered, potential companies are required to submit all the under-listed verifiable documents**

- (1) Evidence of Company registration with the Corporate Affairs Commission (CAC) and evidence of Memorandum of Understanding (MOU) in case of a joint Venture, including CAC registration forms C02 and C07. Each company must fulfil responsive criteria.
- (2) Certified true copy of Memorandum and Articles of Association of the Company
- (3) Corporate profile, to include list, CVs, and copies of credentials of Company and technical staff, indicating qualification, year(s) of cognate experience and certificate of registration with relevant professional bodies.

- (4) Evidence of payment of tax for the last three (3) years (2012-2014), duly stamped
- (5) Copy of VAT registration certificate
- (6) Current Company's audited statement of Accounts for the last three years (2012 – 2014). duly signed and stamped with a professional Accounting/ Audit firm showing annual turnover
- (7) Evidence of compliance with Industrial Training Fund (ITF) Amendment Act, 2011 by inclusion of compliance Certificate from ITF
- (8) Evidence of compliance with Pension Reform Act, 2004 by inclusion of Current Clearance Certificate from National Pension Commission (PENCOM)
- (9) Original Bank Statement for the past Twelve (12) months
- (10) References from reputable banks demonstrating availability of funds/liquid assets and/or credit facilities from its banker(s) to successfully complete the Contract.
- (11) Verifiable Evidence of similar Jobs successfully executed, or being executed within the last Five years, indicating type, cost, location and evidence of award and completion.
- (12) List of verifiable equipment to be used for the projects, listed as owned, hired or leased.
- (13) Company's registered address, functional contact address, GSM Phone numbers and e-mail addresses
- (14) Reference letters from Three (3) previous Clients of similar projects, satisfactorily completed to be included in the pre-qualification.
- (15) Original copies of documents would be requested to be made available for sighting whenever required
- (16) 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 FUTA is a former or present Director of the Company

(17) Evidence of payment of non-refundable Tender Fee of **30,000:00 and made payable to FUTA Project Revenue. Account No: 0125426719. GT Bank, FUTA Branch Bank Code 058150000 Branch Code 058152272**

#### **Collection of Bid Documents**

Interested Bidders should collect Pre-qualification and Financial bid document from the Physical Planning Unit on presentation of receipt issued from the Cash Office of the Bursary, Federal University of Technology, Akure from **Monday, 9<sup>th</sup> March, 2015 to Monday, 20<sup>th</sup> April 2015.**

For further enquiries, please contact: The Director, Physical Planning Unit, Office of the Vice-Chancellor, T. J. Useni Building, FUTA, Ondo State, between the hours of 11.00 am and 3:00pm, Monday Friday,

#### **Submission of Pre-Qualification and Tender Documents**

The Pre-qualification documents should be arranged in the order listed above and to be submitted in two (2) copies, A4 size, paged and neatly bound and sealed in a separate envelope with the outer envelope of the first envelope marked "**Pre-qualification for.....**" (**Quote the appropriate project's name boldly written on the top right hand corner of the envelope**) to be submitted in two (2) copies. The second envelope with Tender documents to be submitted also in two (2) copies marked "**Financial bid**". The two envelopes should be enclosed together and marked with project Title and Lot number and delivered to: **The Registrar, Federal University of Technology, P. M. B. 704, Akure, Ondo State. To reach her not later than 12;00 noon Monday, 20<sup>th</sup> April, 2015,**

#### **Important Information**

- Failure to comply with the above requirements would automatically result in disqualification
- The University reserves the right to verify the authenticity of any claim made on the Pre-qualification document submitted by companies
- The university reserves the right to reject any Pre-qualification document and is neither committed nor obliged to give reasons for the rejection of any of the companies responding to this invitation

### **Invitation**

Contractors are hereby requested to indicate their interest in participating in the pre-qualification exercise, following which only pre-qualified Bidders will be invited for the financial tender of the projects. Only companies with proven track records on similar works will be pre-qualified to competitively tender for the project.

All interested bidders are invited to attend the opening of Bid Documents Meeting scheduled to hold **12:00 noon Monday, 20<sup>th</sup> April 2015**, in the Senate Chamber of the Old Senate Building.

### **Submission**

All submissions for pre-qualification and Tender should be in a sealed envelope and identified with the project reference number at the top left hand corner and marked “**PRE-QUALIFICATION FOR LOT (Please specify LOT no)**” and delivered by hand or courier service to **reach the address stated above not later than 12.00 NOON Monday, 20<sup>th</sup> April 2015**.

### **Opening of Bids**

All bidders, Civil Society Organizations and Interested Stakeholders are invited to attend the opening of Bid Documents Meeting scheduled to take place immediately after the **close of submission by 12:00 noon Monday, 20th April 2015**,

### **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 submissions made, The Federal University of Technology, Akure is neither committed nor under any obligation to include any Contractor on the final list of pre-qualified Contractors or award any form of contract to any Contractor.

**Please Note;**

The execution of these projects will depend on the release of funds by the appropriate funding Donor. FUTA will not be liable if there is any delay in the release of funds.

**Signed:**

**Dr. (Mrs.) M.O. Ajayi**

**REGISTRAR**