

Adekunle Ajasin University

P.M. B 001, Akungba-Akoko, Ondo State, Nigeria.

www.aaua.edu.ng

Invitation to Pre-Qualification and Tender for 2011-2013 TETFund Intervention in Library Development (Procurement)

(A) Introduction:

Adekunle Ajasin University, Akungba-Akoko, Ondo State, is about to utilize the TETFUND 2011-2013 intervention in library development for procurement (as listed below) and hereby invites interested and reputable suppliers/contractors with requisite competence and expertise to apply for pre-qualification and tender for the procurement

(B) Procurement:

Lot1: Supply of textbooks and reference materials

Lot 2: Supply of textbooks and reference materials

Lot 3: Supply of textbooks and reference materials

Lot 4: Supply of textbooks and reference materials

Lot 5: Supply of textbooks and reference materials

Lot 6: Supply of textbooks and reference materials

Lot 7: Supply of textbooks and reference materials

Lot 8: Supply of textbooks and reference materials

Lot 9: Supply of textbooks and reference materials

Lot 10: Supply of textbooks and reference materials

Lot 11: Supply of bookshelves

Lot 12: Automation of the Law Library

Lot 13: Supply of air-conditioners for the main Library

(C) Tender Procedure

(1) The suppliers/contractors are required to prepare and submit their tenders in two separate parts, namely:

(i) Technical Tender (Pre-qualification)

(ii) Commercial/Financial Tender

(2) Bids shall be prepared and submitted in accordance with the aforementioned Tender Documents (B above). In the event of a contract award, the 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:

(i) Evidence of incorporation/registration with the Corporate Affairs Commission.

(ii) Evidence of Tax Clearance Certificate for the past three years (2011, 2012, 2013).

(iii) Evidence of VAT registration and remittance.

(iv) Detailed company's profile and office address.

(v) Evidence of similar procurements (as applicable) done in the past five years (i.e. Letters of Award and evidence performance of similar procurements).

(vi) Audits Account of the Company for the past three years (2011, 2012, 2013).

(vii) Evidence from Company's bankers as to its financial strength, worthiness and solvency.

(viii) Evidence of compliance with amended Industrial Training fund Act 2011.

(ix) Evidence of compliance with the provision of the New Pension Scheme; and

Arrangement of documents should follow the order in 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.

(C) Minimum Qualification Criteria

(1) This invitation to tender is based on meeting the prescribed minimum criteria; company's experience and financial position. In order to qualify, the suppliers/contractors must therefore have and attach evidences of verifiable successful experience and financial capability as suppliers/contractors in the execution of at least two procurements of a nature comparable to these cries, within the last three years,

(F) Completion of Tender

(1) The tender must be completed by stating the tender figure and completion period in the accompanying covering letter.

(G) Purchase & Collection of Tender Documents

(1) 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 N15,000 for each of Lots 1-13 made out in favour of Adekunle Ajasin University, Akungba-Akoko. The receipt of payment must be included and submitted with the tender.

(2) Tender Documents shall be collected from:

**The university Librarian,
Adekunle Ajasin University, Akungba-Akoko.**

(H) Return of Tenders

(1) Completed tender documents (technical and commercial/financial) should be packaged in separate envelopes and put in another bigger envelope (3 envelopes in all) wax-sealed and marked at the top left corner: "Tender For Tefund, 2011-2013 Intervention in Library Development/Procurement: Lot....."and returned by hand **on or before 9.00am on 4th day of May, 2015 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 10.00 am on 4th day of May, 2015** at the University's Senate Chamber (New Senate Building).

(I) Important Notes

(i) The submission of tender documents does not in any way compel Adekunle Ajasin University, Akungba-Akoko, to award the contract to any company.

(ii) The University or its agents reserve(s) 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

(iii) 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.

(iv) 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:

Bamidele Olotu

Registrar and Secretary to Council