

Osun State Polytechnic, Iree.

P.M.B.301, Iree, Osun State

Invitation to Submit Expression of Interest (EOI) for Consultancy Services

The Brief:

The Osun State Polytechnic, Iree (OSPOLY), Osun State proposes to prepare a physical Development Master Plan for the Polytechnic's permanent site in Iree, Osun State. The Polytechnic shall require the services of registered consultants/firms for this purpose. Consequently, interested reputable consultants/Firms are requested to submit Expressions of Interest (EOI) for this purpose

1.0 Pre-Qualification Criteria:

Interested eligible Consultancy Firms are to submit the following documents:

- (i.) Evidence of registration with Corporate Affairs Commission;
- (ii.) Evidence of company registration with TOPREC;
- (iii.) Evidence of compliance with the Pension Act, in line with section 6d of the Public Procurement Act 2007;
- (iv.) Company's Audited Accounts for the past three (3) years;
- (v.) Current Tax Clearance Certificate for the past three (3) years;
- (vi.) Evidence of VAT registration with the Federal Inland Revenue Service (FIRS);
- (vii.) Evidence of satisfactory completion of similar studies/projects in the last five (5) years;
- (viii.) Detailed company profile, including Curriculum Vitae of professional staff proposed for the project, academic and professional certificate;
- (ix.) Evidence of Registration of the principal partner of the firm with the Town Planners Registration Council of Nigeria;

- (x.) Letter of Reference from the bankers of the Firm;
- (xi.) Letter of confirmation of technical cooperation with lead Consultants in a consortium;
- (xii.) Sworn affidavit indicating the authenticity of information provided to be true in every respect that the company is no in receivership and none of its Directors has ever been found of fraudulent activities;
- (xiii.) Evidence of payment of non-refundable processing fee of ₦25,000.00 (Twenty five thousand naira only)

2.0 Submission:

Submission of EOI should be accompanied by the listed required documents and forwarded in a wax-sealed envelope boldly marked at the top-left corner "EOI (Master plan for Osun State Polytechnic, Iree) and addressed to;

The Bursar/Secretary, Tenders Committee,

Osun State Politechnic,

Iree, Osun State

3.0 Closing Date:

All submissions must be received at the above address **not later than 23rd March, 2015**

Important notices:

- (i.) Only shortlisted consultants/firms will be contacted after the opening
- (ii.) Nothing on this advertisement shall be construed to be a commitment on the part of the Osun State Polytechnic, Iree

Signed:

The Bursar/Secretary, Tenders Committee,

Osun State Polytechnic