

## **Lagos State Polytechnic**

[www.lasgpotech.net](http://www.lasgpotech.net)

### **Invitation to Tender**

Lagos State Polytechnic desires to execute the Tertiary Education Trust Fund (TETFund) Year 2012/2013 (Merged) Library Intervention Projects.

The Institution invites reputable and proven contractors for Pre-Qualification/Tender for the following projects:

#### **1. Scope of Work**

- Procurement of Books for various Departments/Library Furniture (Book shelves, Porters1 Desks, Book Trolleys, Computer tables and chairs.
- Procurement of various materials/equipment for the Library Resource Centre.
- Procurement of e-books (Mylibrary)
- Procurement and installation of 500KVA Generator for the Library Complex.

#### **2.0 Pre-Qualification Requirements**

All the following documents must be submitted by interested applicants to guide against disqualification:

- 2.1 Copy of the Company's Certificate of Incorporation with Corporate Affairs Commission
- 2.2 Copy of current Certificate of Registration with the Federal or State Ministry of Works
- 2.3 Copy of Evidence of Registration with the Lagos State Polytechnic
- 2.4 Evidence of payment of VAT, Education Tax and Pension contributions
- 2.5 Copy of current Tax Clearance Certificate
- 2.6 Copy of payment Receipt for current Lagos State Development Levy (2013)
- 2.7 Evidence of compliance with Section 6 (1) & (3) of the amended ITF Act 2001 i.e payment of ITF Training Contributions of Employees

- 2.8 Evidence of Company's Financial Standing (Last 3 years Audited Reports, 3-Month Bank Statement and Letter of Reference from a Reputable Bank etc)
- 2.9 Evidence of previous jobs executed with full record of commencement and completion dates
- 2.10 Evidence of Technical Competence
- 2.11 Copy of the Company's profile with relevant information, showing registration of key personnel/professional staff with relevant professional/regulatory bodies.
- 2.12 Evidence of Social Responsibility in terms of Endowment, Sports etc.
- 2.13 A verifiable Affidavit under the Procurement Act 2007 or relevant state law sworn to at the State/Federal High Court indicating that the company is not in receivership; none of its Directors have been convicted for fraud; and disclosure of any relationship with the Polytechnic Personnel.
- 2.14 Any other convincing evidence.

### **3. Submission of Pre-Qualification/Tender Documents**

Pre-Qualification documents must be submitted in wax-sealed envelopes clearly marked "pre-qualification for Library TETFund Year 2012/2013 on the left hand corner and addressed to:

**The Registrar,  
Lagos State Polytechnic,  
Sagamu Road,  
Ikorodu**

All applications for pre-qualification to tender must be deposited in the tender's box in the Council Chamber of the Polytechnic, Ikorodu Campus not later than 10<sup>th</sup> September 2014.

All applications for pre-qualification to tender shall be opened in the Council Chamber, Ikorodu Campus.

Note: It should be noted that only pre-qualified applicants will be contacted, and no correspondence shall be exchanged with unsuccessful applicants.

**Signed**

**Aderonke O. IGE (MRS.)**

**Registrar/Secretary to Governing Council**