

The West African Examinations Council

Private Mail Bag No. 1022, Yaba, Lagos

Invitation to Tender

1. Preamble

The West African Examinations Council (WAEC) is desirous of engaging the services of competent companies to tender for the supply of the following:

Lot 1 – Single Cabin Pickups

Lot 2 – Double Cabin Pickups

2. Specification

Lots 1 and 2

S/N	Details	Lot 1: Single Cabin With Air-conditioner	Lot 2: Double Cabin With Air-conditioner
1.	Average Length	4925mm	5135mm
2.	Average Width	1835mm	
3.	Average Height (less box)	1720mm	
4.	Carrier Box (Aluminium Built)	2360mm long x 1650mm wide x 1700mm high	1600mm long x 1650mm wide x 1700mm high
5.	Engine	2.7 litre, 4-cylinder, 4-cycle, petrol driven	
6.	Transmission	5-speed Manual	
7.	Accessories	Extra tyre, Jack, Wheel Spanner, Tool Kit, Hazard Signs, etc.	

3. Tendering Requirements

- (i.) Company profile.
- (ii.) Evidence of tax clearance for the last 3 years.

- (iii.) Certificate of Company registration with Corporate Affairs Commission.
- (iv.) VAT registration certificate.
- (v.) Evidence of execution and completion of similar projects in the last 3 years.
- (vi.) Company audited accounts for the last three years.
- (vii.) Availability of verifiable plants, equipment and workshop that would be used for after sales service.
- (viii.) Evidence of compliance with Staff Pension Reform Act 2004.
- (ix.) Evidence of compliance with Section 6 (2) of the ITF Amendment Act 2011.
- (x.) Letter of reference from Bankers.

4. Submission of Tender Documents

Interested companies are requested to submit their prequalification documents, as specified in 3 (above), to the office of the Deputy Director/Head of Purchasing Department, WAEC, Yaba, Lagos between the hours of 10.00 a.m. and 3.00 p.m. on official working days after the payment of a non-refundable processing fee of N20,000.00 (twenty thousand naira only) per lot. The financial bid (per lot), should be submitted in a sealed envelope to the office of the Deputy Director/Head of Purchasing Department, WAEC, Yaba, Lagos **not later than 12.00 noon, on Monday, May 25th 2015** with reference at the top left hand corner marked, either

“Tender for supply of pickups (LOT 1) or (LOT 2)”

and addressed to:

**The Head of National Office,
The West African Examinations Council,
21, Hussey Street,
P. M. B. 1022,
Yaba, Lagos.**

The tender shall be opened immediately, on the same day.

Signed:

Management