

**Stella Maris University**

**Umuechem**

**Invitation to Tender for Construction of 68-Room, Four Floors Student Hostel Complex and Poters Lodge**

**Tender No: SMU HB03/2012**

**Declaration of Intention**

1. We have a requirement for the provision of the above mentioned work or Service and you are hereby invited to participate in the Commercial Tender for the Work.
  
2. The Information contained in the ITT shall be the basis for the Tender and nothing shall be deemed to change or supplement this basis except for revisions to the above documents issued as 'Addenda to Tender' to the Tenderer by the person nominated as the Catholic Diocese of Port Harcourt's sole point of contact in the covering letter to this ITT.
  
3. Any questions on matters relating to the contents of the ITT or the submission of your Tender, shall be submitted in writing to the person nominated as sole point of contact for the Catholic Diocese of Port Harcourt in the covering letter to this ITT no or before 9<sup>th</sup> April 2012 before the tender due date to the person nominated in the covering letter to this ITT.
  
4. Any response by the Catholic Diocese of Port Harcourt to a question shall be in the form of a question and answer and shall, unless the answer to a question gives the asker a significant commercial advantage be distributed to all tenderers. In no event shall the identity of the original enquirer be revealed.
  
5. The Tenderer's attention is drawn to the fact that any contract which may arise from this invitations to Tender will be on a lump sum, milestone and fixed periodic basis referencing the elements in (9) below:

6. Prior to opening of the commercial bid the technical evaluation of your company will be done on the 14<sup>th</sup> of April 2012 using the evaluation criteria' attached. Alongside your commercial bid therefore please submit a statement which addresses all elements of the attached technical criteria to assist the Diocese assess the technical capability of your company.

7. Note that only companies assessed technically suitable to carry out the work above will progress to the stage where their commercial bids are opened and a decision of award made.

8. Should you wish to participate in this tender exercise. Your particular attention is drawn to relevant international, National and Rivers State policies to conduct all activities in the foremost account of health and safety of personnel and to give proper regard to conservation of the environment.

9. To this effect, you are required to accompany your submission with your submission with your company's Policy on Health Safety and Environment and a Job hazard statement detailing the particular hazards of the work above and the practices obtainable in your company for managing all seven (7) segments, viz: Substructure Superstructure, Finishes, Fittings and Fixtures, Plumbing Installation, Electrical Installation and Drainages

10. As further indication of your interest to participate in this tender, please collect, for a non –refundable fee documents detailing the General Requirements for the services being tendered from the office of Stella Maris's University located at the Catholic Diocesan Chancery in Port Harcourt not later than close of business in 2<sup>nd</sup> April 2012. Ensure the fee is receipted.

11. You are requested to return both technical and commercial submissions before 14<sup>th</sup> April 2012 to the office of Stella Maris University at the Catholic Diocesan Chancery No. 1 Kaduna Street Dline, Port Harcourt (Contact persons: Mrs. Angela Abule and/or Mrs Ebere Muolokwu or Miss Tonia Oguejiofor).