

Invitation to Tender for Consultancy Services for Year 2014 Capital Projects at Neuropsychiatric Hospital, Aro, Abeokuta

Neuropsychiatric Hospital, Aro, Abeokuta

External Advertisement

Invitation to Tender for Consultancy Services for Year 2014 Capital Projects

Preamble

The Neuropsychiatric Hospital, Aro, Abeokuta is desirous of undertaking some projects and so would require the services of qualified consultants for year 2014 Capital Projects to ensure quality assurance in the job.

The Projects are as follows:

Lot 1: Furnishing of the newly constructed Administrative Block Extension at Aro, Viz: Supply of Office Furniture, Generating Set, Air-Conditioners, Refrigerators etc.

Lot 2: Construction of Three (3) Blocks of Four (4) each 2-Bedroom Apartments for Resident Doctors at Aro.

Lot 3: Purchase of Two (2) Nos. 30-Seater Bus with Air-Conditioner.

Lot 4: Expansion of the Assessment/Emergency Unit at Aro.

Lot 5: Expansion and Renovation of Patients' Cafeteria to Incorporate Offices and Drainages for flood control at Lantoro Annexe of the Hospital.

Lot 6: Provision of dedicated Internet and Intranet Connectivity in the Hospital.

Lot 7: Extension of the National Health Insurance Scheme (NHIS) Building at Aro.

Scope of Works

(a) Architectural Works

(b) Structural Works

(c) Mechanical/Electrical Works

- (d) Quantity Surveying

Scope of Consultancy Services

- (1) Prepare Drawings (Architectural, Structural, Mechanical/Electrical)
- (2) Preparation of Bill of Quantity.
- (3) General Supervision of the work.
- (4) Preparation of Site's Progress Reports.
- (5) Preparation of Interim Payment Certificates (where applicable), which constitute authority for all payments to the Contractor by the Hospital.
- (6) The Hospital, Contractor and Consultants must hold periodic site meetings (where applicable) to review progress report and also draw up project work plan.

Eligibility Criteria

Interested Consultants are required to submit their firm's documents in sequential order as listed:

- (a) Certificate of Registration with Corporate Affairs Commission (CAC)
- (b) Company's Tax Clearance Certificate for the last three (3) successive years (2011, 2012, and 2013).
- (c) Evidence of VAT Registration.
- (d) Evidence of Registration with relevant professional bodies.
- (e) Evidence of Certificate/Exemption from PENCUM in accordance with Pension Reform Act (2004) including evidence of remittances of Employees Pension Contributions/Deductions.
- (f) Evidence of Registration/Payment of Training Contribution in compliance with the Statutory Provision of the industrial Training Fund Act (2011) Amended.
- (g) A sworn Affidavit that no officer of Neuropsychiatric Hospital, Aro, Abeokuta is a former or present Director, or has any pecuniary interest in the bid.

- (h) Verifiable list of similar jobs successfully executed in the last three (3) years including letters of award, activity description, client, location, value, status (complete or ongoing) etc
- (l) Company's Audited Account for 2011, 2012 and 2013.
- (j) Company's Profile including Qualifications of key personnel and equipment.
- (k) Any other additional information that may enhance the company's tender.

Notes

Documents (a) – (g) are Responsive Criteria, the absence of any automatically disqualifies &e bidder.

Submission of Bids

- (i) The completed tender documents are to be submitted in sealed envelope with the name and address of the prospective bidder at the top left corner of the envelope with the Tenderer's GSM Number/Reachable Number.
- (ii) All documents should be submitted on or before 9:00a.m on Tuesday, 6th May, 2014 when documents will be opened.
- (iii) The tendered documents should be addressed to:

**The Provost and Medical Director,
Neuropsychiatric Hospital,
P.M.B. 2002,
Aro, Abeokuta.**

Attention: Procurement Unit

- (iv) All submissions should be by hand. Courier delivery will not be considered.
- (v) Late submission will not be considered.
- (vi) The documents must be dropped in the Bid Box located in the Office of the Provost and Medical Director.
- (vii) The Hospital reserves the right to reject any or all tender documents.

(viii) Please visit the Procurement Unit of the Hospital for further information. All Tenderers Civil Society Organizations and interested Stakeholders are invited to Tender opening scheduled to take place immediately after the close of submission on Tuesday, 6th May, 2014 in the Boardroom, Postgraduate Building, Neuropsychiatric Hospital, Aro, Abeokuta.

Signed:

Head of Administration

For: Provost and Medical Director