

Federal University of Technology, Owerri

P.M.B 1526 Owerri

Invitation to Tender for Year 2013-2015 (Merged) Tertiary Education Trust Fund Intervention in Library Development

Introduction:

The Federal University of Technology, Owerri, invites competent Contractors to Tender for the following projects:

- Lot 1a – d: Procurement of Assorted Books
- Lot 2a: Procurement of electronic databases
- Lot 2b: Installation of dedicated internet for E-books access
- Lot 3a- c: Procurement of library furniture
- Lot 4a- b: Procurement of library equipment

MANDATORY REQUIREMENTS (Original documents must be presented for sighting):

- (a) Evidence of Incorporation with the Corporate Affairs Commission (CAC).
- (b) Current Tax Clearance Certificate for the past 3 years i.e. 2013, 2014 and 2015.
- (c) Evidence of Compliance with PENCOM requirements (with Certificates).
- (d) Evidence of Compliance with Industrial Training Fund (ITF) requirements (with Certificates).
- (e) Evidence of registration on the Bureau of Public Procurement's National Database of contractors, Consultants and Service Providers by inclusion of Interim Registration Report (IRR) by the BPP.

OTHER REQUIREMENTS:

- (a) List of similar and verifiable projects successfully executed by your company with locations, letters of award, completion certificates within the last 5 years.
- (b) Company Resume.
- (c) List and qualifications/CV and Certificates of your staff who will execute the project.
- (d) Bank Reference Letter/Bank support showing evidence of financial capacity to execute the contract.

- (e) List of equipment needed for the execution of the project with proof of ownership.

COLLECTION OF BID DOCUMENTS/ TENDER:

Contractors are to collect Financial Bid documents from the Office of the Ag. Head, Procurement Unit upon the payment of N30,000.00 (Thirty thousand Naira only) to the Cash Office, Bursary Department or FUTO and obtain receipt of payment and only qualified companies will have their Financial Bids opened.

SUBMISSION OF TECHNICAL AND FINANCIAL BID DOCUMENTS/OPENING:

Your Technical and Financial Bid Documents must be in two different sealed envelopes tagged “Technical Bid” and “Financial Bid,” respectively and must be placed in an envelope marked on the top left-hand corner with the Project Name and addressed to The Registrar, Federal University of Technology, Owerri, Imo State. The Document should be dropped in a tamper proof box provided at the Council Matters Unit, Registry Department.

DEADLINE FOR SUBMISSION

The Document shall be submitted **not later than 12:00 noon, on 3rd October, 2016.**

OPENING OF TENDER DOCUMENTS

The Technical Bid documents shall be opened immediately after 12:00 noon of submission in the University Council Chambers **on the 3rd October, 2016.** All bidders are expected to attend. Interested Members of the Public and Private Sector Professionals in the Construction Industries, Non-Governmental Organizations and Journalists are invited to witness the opening.

PLEASE NOTE:

- (a) The participation in the bid process does not guarantee any person the right to be selected or awarded any contract.
- (b) That by the submission of tender documents, the University is neither committed nor obliged to award any contract to any Contractor/Supplier/Agency.
- (c) That this advertisement for invitation to tender should neither be misconstrued as commitment on the part of the University, nor should it entitle any Contractor/Firm to make any claims whatsoever and/or seek any indemnity from the University.
- (d) The University reserves the right to reject any or all bids of interest and to terminate the procurement process at any time without any liability to the University.
- (e) Any bid submitted after the closing time and date shall not be considered.

(f) If at any time during the procurement/ construction process it is discovered that the submission made by any contractor is invalid/ fake, the contractor will be automatically disqualified and the investment made so far in the project will be automatically voided.

ENQUIRIES:

All enquiries should be directed to the Registrar/ Secretary to Tenders Board, Federal University of Technology, Owerri.

Signed:

Registrar/Secretary to the Tenders Board