

## Overview

**ABIA STATE UNIVERSITY, UTURU**

**P.M.B. 2000, UTURU, ABIA STATE, NIGERIA**

**PRE-QUALIFICATION OF CONTRACTORS AND CALL TO TENDER FOR TETFUND YEAR 2018 ZONAL INTERVENTION ABIA STATE UNIVERSITY, UTURU, ABIA STATE**

### **(1) PREAMBLE**

Abia State University is a beneficiary of TETFund year 2018 Zonal Intervention and intends to execute the project therein for Procurement/Installation of Practical, Laboratory, Teaching Equipment for Surveying and Geoinformatics.

<b>LOT NO.</b>	<b>PROJECT</b>	<b>NATURE OF WORK</b>	<b>BID/TENDER FEE</b>
1	Procurement of Practical, Laboratory, Teaching Equipment for surveying & Geoinformatics	Procurement/ installation	N10,000

### **(3) PRE-QUALIFICATION REQUIREMENTS**

Competent contractors, who are interested in execution of the project and who wish to submit to the prequalification exercise and bid for the job as mentioned above, are to provide the MANDATORY under-listed: prequalification requirements to the undersigned, in one booklet.

**(1) ELIGIBILITY REQUIREMENTS** (state the minimum qualifications that the bidders must meet such as:-)

- (a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31<sup>st</sup> December, 2019;
- (c) Evidence of current Pension Compliance Certificate valid till 31<sup>st</sup> December, 2019;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December, 2019;

- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup> December, 2019;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/1/2020 or valid Certificate issued by BPP.
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Abia State University, Uturu or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
- (h) Letter of Authorisation from Original Equipment Manufacturers (OEMs);
- (i) Company's Audited Accounts for the last three (3) years – 2016, 2017, 2018;
- (j) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria; indicating willingness to provide credit facility for the execution of the project when needed;
- (k) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications;
- (l) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;
- (m) List of Plants/Equipment with proof of Ownership/Lease (where applicable);
- (n) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner)
- (o) All documents for submission must be transmitted with a Covering/ Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

Please Note that; Late submissions will not be considered under any circumstance.

**(2) COLLECTION OF TENDER DOCUMENTS**

Interested bidders are requested to obtain the standard bidding document from the office the Director of Physical Planning Abia State University, Uturu, on payment of a non-refundable tender fee of N10,000.00 per Lot work days and hours only, (8.00am – 4.00pm)

**(3) SUBMISSION OF TENDER DOCUMENTS**

Technical and financial bid document should be enclosed in two separate sealed envelopes, clearly labeled as appropriate and both enclosed in bigger clearly labeled envelope and submitted to the office of the Secretary, Abia State University tenders board, **on or before 12:00 noon on Tuesday, 19 November, 2019.**

**(4) OPENING OF TECHNICAL BIDS**

Only the Technical bid opening will be opened **on 12:00 noon on Tuesday, 19 November, 2019**, in the presence of bidders or their representatives, while the Financial bids will be kept un-opened.

Please, ensure that you sign the Bid Submission Register as the University will not be held liable for misplaced or wrongly submitted bids.

**(5) GENERAL INFORMATION**

- (a) Bids must be in English Language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission would be returned unopened;
- (c) All costs will be borne by the bidders;
- (d) Only pre-qualified bidders at technical evaluation will be contacted at a later date for financial bids opening, while financial bids of un-successful bidders will be returned un-opened;
- (e) The University is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.

**SIGNED:**

**VICE-CHANCELLOR**

ABIA STATE UNIVERSITY, UTURU, ABIA STATE