

**University of Port Harcourt**

**P M B 5323, Port Harcourt**

**Pre-Qualification Notice**

**1. Introduction**

The University of Port Harcourt invites reputable contractors for a pre-qualification exercise for the following proposed projects:

| S/N | Projects   | Non-refundable processing fees for those pre-qualified (N) |
|-----|--|--|
| 1.  | Construction of Block of Lecture Halls (Faculty of Law) UNIV/Port Harcourt/SP/ TETF/11/01            | 50,000.00  |
| 2.  | Procurement/Installation of Furniture for Faculty of Law building UNIV/Port Harcourt /SP/TETF/ 11/02 | 10,000.00  |
| 3.  | Procurement/Installation of Teaching & Research Equipment for the Faculty' of Pharmacy               | 8,000.00   |
| 4.  | Procurement/Installation of Laboratory Furniture for the Faculty of Pharmacy                         | 8,000.00   |
| 5.  | Procurement/Installation of Teaching & Research Equipment for the Faculty of Agriculture             | 8,000.00   |
| 6.  | Construction of Fence at Senate Building   | 10,000.00  |

**2. Pre-qualification Requirements:**

Interested and competent contractors wishing to be pre-qualified must submit the following:

- i) Evidence of registration with the Corporate Affairs Commission;
- ii) Current Tax Clearance and VAT Certificates;
- iii) VAT Registration and evidence of remittance in the last three years;
- iv) Audited Accounts for the past three years;
- v) Company profile and organizational structure including names and resume of key contract staff with genuine reachable addresses and phone numbers (enclose photocopies of credentials);
- vi) Verifiable list of jobs successfully handled, stating the value in each case;
- vii) Evidence of financial capability to execute the project, including letter of reference from a reputable bank;
- viii) Evidence of remittance of pension fund for staff of the company from reputable Pension Funds Administrators;
- ix) A Sworn affidavit that no Board member of the University of Port Harcourt has vested interest in the company;
- x) A Sworn affidavit that none of the Directors has been convicted in any country of any criminal offence;

### **3. Collection of Pre-Qualification Form**

The pre-qualification forms should be collected in the office of the Director, Department of Physical Planning & Development, Senate Building, Permanent Site. Only those pre-qualified will be required to pay the relevant non-refundable fee only, in Bank draft to the Bursary Department.

Those who have earlier been pre-qualified for the Construction of Block of Lecture Halls should not apply.

### **4. Submission of Documents**

The pre-qualification documents must be returned in sealed, tamperproof envelopes, marked:

“Pre-Qualification for [relevant project]”

and hand delivered to:

The Registrar

University of Port Harcourt

PMB 5323

Port Harcourt

Submission of the pre-qualification documents will close on Wednesday, 18<sup>th</sup> April 2012 by 11.00 a.m. The bids will be opened on the same day at 12.00 noon, in the Senate Chambers of the University Senate Building, in the presence of all bidders, financing/regulatory bodies, Professional bodies and Non-Governmental Agencies.

**Mrs. Matildannodim**

**Registrar**