

**University of Calabar**

**Calabar**

**Pre-Qualification of Contractors for the Procurement of Various Works**

**1.0 Introduction**

The University of Calabar intends to utilize its Internally General Revenue (IGR), Education Trust Fund (ETF) and year 2011 Capital Allocation (CAP) to embark on the underlisted projects. Consequently, interested and reputable contractors/suppliers with relevant experience are hereby invited to apply for pre-qualification to bid for the projects.

**2.0 Construction of the Department of Civil Engineering Block (IGR)**

The works consist of site clearing, concrete work, block work, structural steel trusses, carpentry and joinery, roofing, metal work and glazing, mechanical and electrical works, finishes, painting and external works. The non-refundable fee is N100, 000.00 only.

**3.0 Rehabilitation of Students' Hostel Hall 5 (CAP)**

The work includes demolition, reconstruction of the roof and ceiling, plumbing and electrical works, replacement of doors, windows and painting.

The non-refundable fee is N50, 000.00 only.

**4.0 Supply of Office Equipment and Furniture (ETF)**

The work includes demolition, reconstruction of the roof and ceiling, plumbing and electrical works, replacement of doors, windows and painting.

The non-refundable fee is N50,000.00 only.

**5.0 Supply of Ford Ranler pickup Vehicle, 2011 Model**

The work includes the supply of the aforementioned vehicle refundable fee is N20,000.00.

#### **6.0 Supply Installation and Commissioning 30KVA Generating Set (ETF)**

The work includes the supply, installation and commissioning of 30KVA sound-Proof, Perkins engine generator. The non-refundable fee is N20,000.00.

#### **7.0 Supply and Installation of Computers, Scanning Machine, Printing and Power Point Project ETF**

The works **includes** the supply and Installation of the aforementioned items in branded names. The non-refundable fee is N20, 000.00.

#### **8.0 Pre-Qualification Requirements**

Only companies that can show evidence of the following documents should apply and complete the pre-qualification documents;

- (a) Company Registration with Corporate Affairs Commission;
- (b) Company Tax Clearance Certificate for the last three (3) years;
- (c) VAT Registration
- (d) Evidence of company's registration with National Pensions Commission for contributory Pensions Scheme for staff in accordance with Pensions Reform ACT 2004;
- (e) evidence of registration with the University;
- (f) 3 (three) years (2008-2009) audited accounts for the company, including company profile, experience/Technical qualification of key personnel. Registration with professional regulatory bodies (ie ARCON, COREN, CORBON & QSRBN as appropriate photocopies of academic and professional registration certificates must be attached);
- (g) Evidence of at least three (3) similar jobs executed in the five years with their locations, letters of commission, job completion certificates and contract sums;
- (h) details of plants and equipment, including machineries owned or to be hired and

(i) Evidence of payment of relevant pre-qualification fees at the Bursary Department of the University.

- Companies without the documents listed in 3 (a) to 3 (d) above need not apply as they will be disqualified ab initio
- Seven (7) copies of the pre-qualification requirements should be prepared and bound in the order listed above with a table of contents.

#### **9.0 Mode of Application of Pre-Qualification Fees**

The Pre-qualification fees specified should be paid by bank draft raised in favour of the University of Calabar, and presented to the Bursary Department of the University which would issue a receipt for the payment.

#### **10.0 Pre-Qualification Documents'**

Pre-qualification documents are obtainable on or before 4<sup>th</sup> August, 2011

1 0.00 am and 3 .00 pm each day from-

The Director of Physical Planning

University of Calabar

Calabar.

On the presentation of the receipt for payment of the pre-qualification fee.

#### **11.0 Submission of Pre-Qualification Documents**

Completed documents, which must be sealed and marked with the title of the project on the left -hand corner of the envelop should be dropped in a tender box in the office of:

The Registrar

University of Calabar

Calabar

Not later than 4<sup>th</sup> August, 200

### **12.0 Opening of Prequalification Documents**

Opening of the documents shall take place at 1-00pm on the closing date for the submission of prequalification documents . The Venue will be the Senate Chambers of the University. Only successful prequalified contractors will be invited to tender

#### **Note:**

Companies should note that the pre-qualification exercise is not an invitation to tender or bid and does not create any commitment by the University to any company

**Signed**

**Dr. (Mrs) Julia D. Omang**