

Federal University, Oye-Ekiti

Ekiti State

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Invitation for Pre-Qualification/Tender

1.0 Introduction

The Federal University, Oye-Ekiti, Ekiti State hereby invites suitably qualified and interested suppliers/ companies to **Pre-qualification and Invitation to Bid for Supply of Classroom Furniture to the University under TETFUND Special Intervention programme.**

2.0 Requirements (Criteria) for Pre-Qualification

Interested suppliers are to submit the following:

- (i) Evidence of Certificate of Incorporation and Registration with the CAC.
- (ii) Evidence of VAT Registration Certificate.
- (iii) Evidence of company Tax Clearance Certificates for the last three (3) years (2011, 2012 and 2013).
- (iv) Evidence of Compliance certificate with the provision of section 6 (1) (3) of the amended Industrial Training Fund (ITF) Act No. 19 of 2011. (if applicable)
- (v) Current Pension Clearance Certificate from PENCOM (if applicable)
- (vi) Audited Accounts and Financial statements for 2011, 2012 and 2013.
- (vii) Evidence of financial capability to execute contracts and bank reference
- (viii) Evidence of successful execution of similar projects in the last three years.
- (ix) Any additional information that may enhance the chance of the supplier being qualified for' financial bidding.
- (x) Suppliers should submit written statements expressing:
 - (a) That they possess the legal capacity to enter into the procurement contract.

(b) That they are not in receivership, the subject of any form of insolvency or Bankruptcy proceeding or subject of any form of winding up petition or proceedings.

(c) That they do not have on their board any director who has been convicted in any country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter.

(d) All pre-qualified documents should be accompanied by an affidavit disclosing whether or not any officer of the Procurement Planning Committee or Tenders Board of the Federal University, Oye Ekiti is a former or present director, shareholder or has any pecuniary interest in the organization and confirm that all information presented are true and correct.

3.0 Submission of Pre-Qualification Documents/Tender

Five (5) copies of pre-qualification documents should be submitted in a sealed envelope and marked at the top left hand corner “**PRE-QUALIFICATION DOCUMENT**” The financial bid should be submitted in a separate sealed envelope and marked at the top left hand corner “**FINANCIAL BID**” and addressed to Director Procurement Unit, Office of the Vice Chancellor Federal University Oye -Ekiti, Ekiti State.

The deadline for the submission of the pre-qualification and financial bids is **11th March, 2015 at 12noon** and the opening of the documents shall commence immediately after the deadline on **11th March 2015** at the ICT Hall, Mini Campus, Federal University, Oye-Ekiti, Ekiti State. Representatives of suppliers/Companies submitting pre-qualification documents/financial bids are expected to be present at the opening of the documents. Only the financial bids of suppliers/contractors who are successful in the pre-qualification exercise shall be opened. All other financial bids shall be returned to senders without being opened. Interested suppliers/contractors in this advert are to collect financial bid documents from Director Procurement, Procurement Unit Office of the Vice Chancellor, Federal University, Oye-Ekiti, upon payment of the sum of **N20,000 (Twenty Thousand Naira)** to the credit of Federal University, Oye-Ekiti, **Zenith Bank Plc, Account number 1012782577**.

Submitted pre-qualification documents and financial bids should be written in English language and prices quoted in Naira and kobo.

General Information

This advertisement shall not qualify any supplier to make any claim whatsoever, and/or seek any indemnity from Federal University, Oye-Ekiti or any of its officers by virtue of their participation in this pre-qualification.

Any further clarification on this “**Invitation for Pre-qualification /Tender**” should be addressed to the Director Procurement, Federal University, Oye-Ekiti or through procurement@fuoye.edu.ng and should reach him **on or before 5th March, 2015**

Director Procurement

Office of the Vice Chancellor

Federal University, Oye-Ekiti

Ekiti State, Nigeria