

National Teachers' Institute (NTI),

Kaduna

Invitation for the Prequalification of the Printing of Training Manuals

for Capacity Building for Primary school teachers (MDGs Project)

The National Teachers' Institute (NTI), Kaduna, is in the process of implementing the 2010 Capacity Building Workshops for 140,000 primary school teachers in about 280 designated training centres nationwide. The workshops are scheduled to hold during the Long Vacation (August – September 2010).

The essence of the training is to refresh the participants in the effective techniques of teaching the four primary school core subjects i.e. (English Studies, Mathematics, Social Studies and Basic Science and Technology) within the thematic areas. Participants will also be supplied with a CD each containing video recordings on classroom instructional strategies.

The workshops will be funded from the Debt Relief Grant and implemented under the Millennium Development Goals (MDGs) projects. The workshops will be facilitated by selected resource persons using specially designed self-instructional manuals (one on each subject). The National Teachers' Institute is by this advertisement inviting reputable printers/ multimedia firms to tender for the prequalification of the printing of training manuals and video CDs.

The printers will be required to meet the standards determined by the institute in terms of quality of materials and finished products, capacity for timely delivery, and adequate facilities to deliver.

The specifications for the manuals and video CDs are available for collection at the NTI Headquarters, Kaduna,

Prequalification Requirements

Interested companies should submit their prequalification proposal along with the documents stated hereinafter in sealed envelopes to the address below. Failure to submit any of the under listed documents may lead to disqualification.

1. i. Full details of the company's profile
2. ii. Certificate of Registration with the Corporate Affairs Commission
3. iii. Three years tax Clearance Certificate
4. iv. Evidence of VAT Registration and Remittance
5. v. Evidence of similar job(s) executed in the past (with verifiable addresses)
6. vi. Organisational structure, available manpower and list of technical staff with their resumes
7. List of equipment
8. Evidence of financial capability/ Bank Reference and Bank Statement with Annual Turn Over of at least N50 Million Duly Stamped by the Bank

9. ix. Company audited accounts over the past three years
10. x. Evidence of Registration with Pensions Commission in compliance with provisions of Section 16(6) (d) of the Public
11. xi. Procurement Act, 2007 (PPA 2007)
12. Payment of non-refundable bidding fee of N30, 000.00 (Thirty Thousand Naira only).

Selection Criteria

Printers will be selected in accordance with the provisions of the Procurement Act 2007 and Due Process mechanism

Presentation

Interested firms are to submit prequalification / Technical Proposals in sealed envelope. The proposal together with the documents earlier listed are to be submitted in sealed envelope addressed to the Director-General and Chief Executive, National Teachers' Institute, Km 5 Kaduna-Zaria Road, P.M.B 2191, Kaduna, duly marked "PRINTING".

The bid should be dropped in the Tender Box in the office of the Registrar Bidder's name, address and telephone numbers should be indicated on the reverse side of the envelope. Bidders are to ensure that they also sign the Submission Register in the Registrar's office.

Closing

All bids must be delivered to the address below on or before 9th June, 2010 by 12:00 noon

To the Director- General and Chief Executive, National Teachers' Institute, Km 5 Kaduna-Zaria Road, P.M.B 2191, Kaduna, duly marked: -COORDINATING OR BIOMETRIC CONSULTANCY". The bid should be dropped in the Tenders' Box in the office of the Registrar

Signed

Acting Registrar