

Petroleum Technology Development Fund (PTDF), Abuja

Plot 672, Port Harcourt Crescent, Off Gimbiya Street, Off Ahmadu Bello Way, Area 11, Garki, Abuja P.O. Box 9899, Area 10 Garki, Abuja.

Website: www.ptdf.gov.ng

Invitation for Pre-Qualification of Contractors for the Procurement of Books and Journals for the PTDF Upgrade Departments

The Federal Government of Nigeria is desirous of upgrading facilities, standard of research and teaching in Federal Universities in Nigeria. This involves the provision of relevant Books and Journals to PTDF upgrade Departments in some Nigerian Universities.

1. Pre-Qualification Requirements

Interested Companies should submit documents showing that they satisfy the following requirements:

- Legal status (Public Liability Company, Limited Company, Corporation) registered capital, paid up capital. Shareholding, date of establishment, nationality and country from which control is exercised.
- Evidence of experience as a prime contractor on at least one project of similar nature and complexity within the last five years, stating clients, cost with completion certificates and photographs attached.
- Have a project (Manager of between 7-15 years experience in works of equivalent nature and volume.
- Audited account with annual turnover of over N300Million value in any of the last five (5) years.
- Organizational structure with names of key personnel involved in project implementation stating qualifications and professional registrations where applicable (enclose photocopies of professional qualifications)
- Certificate of Registration with Corporate Affairs Commission (CA.C).
- Article of Memorandum duly endorsed by the Corporate Affairs Commission.
- Tax Clearance Certificate for the last three years.
- VAT Registration Certificate.
- Consent to allow for verification of Firms' financial standing with the bankers.

- Comply with the Federal Intend Revenue Service requirements.
- Letter of financial comfort from a Bank.
- Evidence of compliance with the provisions of the Pensions Reform Act, 2004.
- HSE Community Affairs and security Policies detailing the Company's procedure for handling HSE, Community Affairs and security issues.
- Quality Assurance/Quality Control manual.
- Possess a substantial proportion of equipment required to successfully execute the contract.
- Evidence of access to bank credit up to N300,000,000.00 (Three Hundred Million Naira)

1. Submission of Pre-Qualification Documents

The information with supporting documents in respect of these requirements should be submitted in one original plus 2No soft copies on or before 26th July, 2010. Accordingly, all prospective Contractors are to submit the requirements in a sealed envelope clearly marked 'Pre-qualification: Procurement of Books and Journals.

The Secretary,

Tenders Board,

Petroleum Technology Development Fund,

Plot 672, Port Harcourt Crescent, Off Gimbiya Street

Area11, Garki Abuja.

1. Important Information

This pre-qualification request is not an invitation to tender, the PTDF is neither committed nor obliged to undertake the work described or to issue any call for tender or include any respondent to this invitation or other company or any tender list or lists, or to award any form(s) of contract. The invitation to tender and full tendering information will be issued only to qualify Companies that have been pre-qualified. The PTDF will not make any form of payment whatsoever for submission presented in response to this notice. Please note that ONLY Companies that respond to this particular advertisement shall participate in the pre-qualification process for this tender.

Signed:

Management

Petroleum Technology Development Fund