

## **THE WEST AFRICAN EXAMINATIONS COUNCIL**

**PRIVATE MAIL BAG 1022, YABA, LAGOS**

### **RE: INVITATION FOR PRE-QUALIFICATION OF CONTRACTORS FOR BUILDING CONSTRUCTION WORKS THE WEST AFRICAN EXAMINATIONS COUNCIL**

#### **(1) CORRIGENDUM**

This publication is a corrigendum to the advertisement in the Daily Sun, Daily Independent and Vanguard newspapers of May 23, 2018. The contract is one Lot involving the construction of a WAEC Branch Office Complex at Jalingo, Taraba State.

#### **(2) SCOPE OF WORK**

The Branch Office Complex shall be made up of an office block on two floors, Security rooms, offices, a police post and external works.

#### **(3) PRE-QUALIFICATION REQUIREMENTS**

Prospective bidders are required to submit comprehensive documents that highlight the bidding company's ability to carry out the services, availability of qualified staff and methodology for providing the services as stated above. In addition, bidders are required to state the minimum time frame for providing needed services. The bidding documents must contain the following requirements for evaluation:

##### **(1) Company Data:**

- Company Name
- Business Address (not P.O. Box)
- Name and Phone Number of primary contact person.
- E-mail address.
- (2) Company Profile with Curriculum Vitae of Key Staff and copies of their professional qualifications.
- (3) Evidence of Tax Clearance from Federal Inland Revenue Service (FIRS) for years 2015-2017.
- (4) Evidence of Registration with Corporate Affairs Commission, namely Certificate of incorporation, memoranda and Articles of Association, forms CAC7, CAC2 and CAC/BN/A1 (certified true copies).

(5) Verifiable documentary evidence of at least three (3) similar jobs in the last five (5) years including Letters of Award, Valuation Certificates and Job Completion Certificates.

(6) Duly Stamped Company Audited Accounts for years 2015 -2017.

(7) Evidence of financial capability to execute the project by submission of reference letter from a reputable Commercial Bank indicating willingness to provide Credit Facility for the execution of the project when needed.

(8) Evidence of current Pension Compliance Certificate valid till 31<sup>st</sup> December, 2018.

(9) Evidence of current Industrial Training Fund (ITF) compliance Certificate valid till 31<sup>st</sup> December, 2018.

(10) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid certificate issued by BPP.

(11) Bank Statement for the past 12 months beginning from 1<sup>st</sup> March, 2017 to 30<sup>th</sup> April, 2018.

(12) Reference Letter from two (2) previous clients on similar projects, satisfactorily completed to be included in the prequalification.

(13) Evidence of sworn Affidavit disclosing whether or not any officer of the relevant committees of the West African Examinations Council or the Bureau of Public Procurement is a former or present Director, Shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars.

(14) Sworn Affidavit that the company/firm is not in receivership/bankruptcy.

(15) Sworn Affidavit that none of the directors or partners of the company/firm is an ex – convict in any country for any criminal offence relating to fraud or financial impropriety.

(16) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup>December, 2018.

#### **(4) PRE-QUALIFICATION AND TENDER DOCUMENTS**

All Building/Civil Contractors who have submitted pre-qualification documents as at 12.00 noon on July 4, 2018 should note that the bids would be opened by **2.00pm on July 19, 2018** at WAEC. National Office, Yaba, Lagos.

Other contractors who have submitted technical bids for Mechanical/Electrical Engineering Works would be contacted by the Council for further information.

## **MANAGEMENT**