

## USMANU DANFODIYO UNIVERSITY, SOKOTO

(OFFICE OF THE VICE CHANCELLOR)

P.M.B. 2346, SOKOTO

### REQUEST FOR EXPRESSION OF INTEREST FOR PROPOSED CONSULTANCY SERVICES FOR PROJECTS OF THE YEAR 2018 BASED ON SOURCES OF FUNDING USMANU DANFODIYO UNIVERSITY, SOKOTO

#### INVITATION TO TENDER FOR 2018 CAPITAL APPROPRIATION PROJECTS

##### (1.0) INTRODUCTION

The Usmanu Danfodiyo University, Sokoto hereby invites interested, competent and reputable companies to express their interest for the under-listed consultancy services for 2018 fiscal year under the respective sources of funding and 2018 Capital Appropriation Projects for pre-qualification.

##### (2.0) EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES

LOT NO	SOURCE OF FUNDING	PROPOSED PROJECTS	BRIEF DESCRIPTION OF TASKS
Lot I	TETFund Intervention Projects (Annual, Zonal and/or Special)	<b>(a) Construction, Rehabilitation and Furnishing:</b> (i) Academic Buildings,  (ii) Staff Offices,  (iii) Students' Hostels  (iv) Water supply,  (v) Power Supply,	(a) Preparation of working drawings, Standard Bidding Document (SBD) including Bill of Quantities and periodic supervision of the proposed projects.
Lot II	Capital Appropriation Projects		
Lot III	NEEDS Assessment Intervention Projects		
Lot IV	Internally Generated Revenue (IGR) Projects		
Lot V	Endowment Projects		

		(vi) Sports and Recreational Facilities  <b>(b) Procurement:</b>  (i) Teaching and Research Equipment,  (ii) ICT and Photovoltaic Facilities,  (iii) Vehicles/Plants	
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### 2018 CAPITAL APPROPRIATION PROJECTS

LOT NO	PROPOSED PROJECTS
Lot I	Completion Of Civil Engineering Department (Furnishing And Equipping)
Lot II	Supply and Installation of Desktop Computers
Lot III	Provision of Critical Equipment and Other Supplies for Accreditation Purposes for Department of Civil Engineering
Lot IV	Provision of Critical Equipment and Other Supplies for Accreditation Purposes for Department of Mechanical Engineering
Lot V	Provision of Critical Equipment and Other Supplies for Accreditation Purposes for Department of Electrical Engineering
Lot VI	Provision of Critical Equipment and Other Supplies for Accreditation Purposes for Department of Nursing
LOT VII	Provision of Critical Equipment and Other Supplies for Accreditation Purposes for Department of Radiography
LOT VIII	Provision of Critical Equipment and Other Supplies for Accreditation Purposes for Department of Geology

### (3.0) CONTRACTING STRATEGY

The Usmanu Danfodiyo University, Sokoto in compliance with the Public Procurement Act, 2007 and Bureau of Public Procurement (BPP) guidelines, will carry out technical evaluation of consulting firms/consortium who respond to this advert based on the following requirements:

#### **(4.0) ELIGIBILITY REQUIREMENTS**

##### **(4.1) MANDATORY REQUIREMENTS**

Firms shall attach the following in their submissions:

- (i) Evidence of Registration with the Corporate Affairs Commission (CAC) as a limited liability company by inclusion of Certificate of Incorporation and Form CAC2 and CAC7.
- (ii) Evidence of Company's Current Tax Clearance Certificate (TCC) for the past three (3) years (2015, 2016 & 2017).
- (iii) Evidence of Company annual return to CAC for the past three (3) years; (2015, 2016 and 2017).
- (iv) Evidence of current certificate of compliance with the Pension Commission (PENCOM) amended PenCom Reform Act 2014 valid till 31/12/2018.
- (v) Evidence of current certificate of Compliance by Industrial Trust Fund in line with the Provision of ITF Act, 2005 valid till 31/12/2018.
- (vi) Evidence of current certificate of the Nigeria Social Insurance Trust Fund (NSITF) valid till 31/12/2018.
- (vii) Evidence of current Registration with professional bodies indicating the current practice License for the year 2018 such as; ARCON, COREN, SURCON, QSRBN, CORBON etc.
- viii) Evidence of Registration on the National Database for Service Providers by attaching the Interim Registration Report (IRR) indicating the expiring date 1/1/2019 or valid certificate issued by BPP.
- (ix) Firms/consortium are required to submit current sworn affidavits:
  - (a) Indicating that the company does not have any Director who has ever been convicted in any country for criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;

(b) Indicating that no officer of the University or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the company;

(c) Confirming that all information presented in its EOI are true and correct in all particulars; and

(d) Confirming that the firm is not in receivership or is the subject of any type of insolvency proceedings;

#### **(4.2) OTHER REQUIREMENTS**

Bids that fulfill all of the requirements listed in 4.1 above shall further be subjected to Technical Evaluation based on the under-listed requirements and only bids that were adjudged to be technically competent and meet the minimum qualifying score (as stipulated in the Standard Bidding Document and Request for Proposal) will participate at the financial bid opening and Request for Proposal (RfP)

##### **(a) FOR CONSULTANCY SERVICES**

(i) For consortium firms include MoU (indicating the responsibilities and duties of the individual firm constituting the consortium. The lead consultant – the firm who has the most relevant core competence for the assignment, must be indicated in the consortium's MoU).

(ii) Describe how the firm will address the issue of methodology, quality assurance framework, applicable tools and standard outputs such as design and final product.

(iii) Company Audited Report for the past three (3) years (2015, 2016 and 2017).

(iv) Include at least two reports or work products from other projects undertaken by the firm within the last 5 years, with particular emphasis on projects of similar scope and effort in University setting.

(v) Share a template work plan specifying the tasks to be performed, approximate durations, on-site and off-site meetings, the key deliverables.

(vi) Provide list of applicable tools (office equipment, software etc.).

(vii) Comprehensive company profile with complete CV's of key professionals including photocopies of relevant academic and professional qualifications, contact phone numbers.

##### **(b) FOR 2018 CAPITAL APPROPRIATION PROJECTS**

(i) Evidence of manufacturers authorization as Accredited representative /dealership in Nigeria.

(ii) Comprehensive company profile with complete CV's of key professionals including photocopies of relevant academic and professional qualifications, contact phone number and company's organogram.

(iii) Summary of at least three (3) projects of similar nature and complexity comparable to the project under consideration executed as a prime contractor over the past three (3) years (2015, 2016 and 2017) including their letters and completion certificates.

(iv) Evidence of financial capability supported with Bank statement or commitment from reputable bank.

**(5.0) NOTE:**

Certificate(s) may be referred to the respective issuing authority for verification and authentication.

**(6.0) SUBMISSION OF BIDDING DOCUMENTS**

Prospective bidders for Expression of Interest (Eoi) should enclose their submission in an envelope with the name and address of the bidding entity clearly stated on the reverse of each envelope. The envelope shall clearly marked "Invitation to Tender – Lot No". While for 2018 Capital Projects, bidders should enclose the "Technical Bid – Lot No" in separate envelope and the "Financial Bid – Lot No" in another separate envelope with address of the bidding entity clearly stated on the reverse side of each envelope. The two (2) separate envelopes shall be enclosed in one sealed outer envelope clearly marked "Invitation to Tender – Lot No". Telephone numbers and mailing address of the bidding entity should be clearly stated on the reverse side of the envelope. The envelope should be addressed and submitted to the address below **on or before Tuesday 2 October, 2018**. The bid documents should be submitted /deposited in the tender box provided at the office of the Director, Procurement, between 10am and 4pm daily. Late submission shall not be accepted.

The Director, Procurement,

(Office of the Vice Chancellor)

Usmanu Danfodiyo University, Sokoto

P.M.B. 2346, Sokoto.

**(7.0) OPENING DATE OF DOCUMENTS**

The Expression of Interest (Eoi) and technical bids for 2018 Capital Appropriation will be opened immediately after the Closing date and time for the submission of this bid, i.e. **Tuesday**

**2nd October, 2018 at 12:00 noon** at the Senate Chamber, Ahmadu Bello House (Vice Chancellor's Office Complex), Usman Danfodiyo University, Sokoto. Respective bidders and general public are invited to attend. The list of the pre-qualified bidders shall be pasted on the notice boards at the following places:

City Campus (Office Block of the Dean, Faculty of Veterinary Medicine);

Main Campus – Abdulahi Fodiyo Library & Physical Planning and Dev. Department Notice Boards; and

Website of the University <http://www.udusok.edu.ng>.

### **(8.0) INSTRUCTION TO BIDDERS**

(i) All bidders must submit their application using their letter headed paper bearing the names, nationalities, RC No. and Telephone Nos. of the Directors the company at the bottom of the page;

(ii) Firms should arrange all documents in the order as listed in the advert;

(iii) Interested firms shall not bid for more than two (2) Lots;

(iv) Consultancy firms who have worked for the University and have history or record of poor performance, abandonment, termination and/or prolonged period need not to apply;

(v) Submission must be made only in English Language (section 16(10); and

(vi) Non-compliance to any of the instructions leads to disqualification.

### **(9.0) DISCLAIMER**

This announcement is published for information purposes only and does not constitute an offer by the Usmanu Danfodiyo University, Sokoto to transact with any party for the project, nor does it constitute a commitment or obligation on the part of the University to procure concession services.

The University will not be responsible for any costs or expenses incurred by any interested party (ies) in connection with any response to this invitation and or the preparation submission to an inquiry.

The University is not bound to shortlist any bidder and reserves the right to annul the selection process at any time without incurring any liabilities and assigning any reason thereof in accordance with Section 28 of the Public Procurement Act, 2007.

**SIGNED:**

**DIRECTOR, PROCUREMENT**

**FOR: VICE CHANCELLOR**

**USMAN DANFODIYO UNIVERSITY, SOKOTO**