

Overview

THE FEDERAL POLYTECHNIC, ILARO

(REGISTRAR'S OFFICE)

P.M.B 50, ILARO, OGUN STATE

REQUEST FOR EXPRESSION OF INTEREST THE FEDERAL POLYTECHNIC, ILARO

(1.0) INTRODUCTION

(1.1) The Federal Polytechnic, Ilaro, Ogun State in compliance with the Public Procurement Act 2007 hereby invites interested, competent and reputable audit firms with relevant experience and good track record of performance to submit expression of interest as an External Auditor.

(2.0) ELIGIBILITY CRITERIA

Interested firms should submit two (2) bound Eoi documents duly signed, paginated, separated by dividers and arranged in the order outlined in the Eligibility Criteria.

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC)
- (b) Evidence of Firm/Consultant's Current Tax Clearance Certificate for the last three (3) years (2018, 2019, 2020)
- (c) Certificate of compliance with Pensions Reform Act 2004 issued by the Pension Commission (PENCOM) with Pension Commission in compliance with provisions of section 16 (6) d of the Public Procurement Act of 2007 (PPA 2007) valid till 31 December 2021.
- (d) Certificate of compliance with the provision of Section 6 (1), (2), (3) of the amended Industrial Training Fund (ITF) Act No. 19 of 2011 valid till 31 December 2021.
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSTIF) Compliance Certificate valid till December, 2021.

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration report (IRR) expiring on 31 June 2021 or valid Certificate issued Evidence of by Bureau of Public Procurement (BPP).

(g) Firm and Consultant's registration with the relevant Professional Body/ies. i.e. ICAN or ANAN

(h) Audited Annual Financial Report of the Company for the last three (3) years 2018, 2019, 2020.

(i) Evidence of Recent Annual Returns of Corporate Affairs Commission (CAC)

(k) Evidence of Company's Financial Capabilities to execute the Project including reference letter from a reputable Commercial Bank indicating willingness to provide credit facility for the execution of the project when needed.

(l) Sworn Affidavit disclosing whether or not

(a) any officer of the relevant committees of the federal Polytechnic, Illaro or the Bureau of Public Procurement is a former or present Director, Stakeholder or has any pecuniary interest in the bidder.

(b) to confirm that all information presented in its bid are true and correct in all particulars

(c) In receivership or in any form of insolvency or bankruptcy proceedings or the subject of winding up petition proceeding and

(d) Having any director who has been convicted in any country for any criminal misinterpretation or falsification of facts relating to any matter of it company.

(m) Company profile with Curriculum Vitae of key personnel to be deployed for the project, including copies of their Academic Professional qualifications with experience:

(n) Verifiable documentary evidence of at least Three (3) similar works executed in the past Six (6) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the Projects.

(o) All Documents for submission must be transmitted with a covering/forwarding letter under the Company's/Firm's letterhead paper bearing amongst others, the registration Number (RC) as issued by the Cooperate Affairs Commissions (CAC), full contact address, GSM phone number and e-mail address to ease communication. The letterhead

paper must bear the names and nationalities of the directors of the company at the bottom of the page duly endorsed by die authorized officer of the Company/Firm;

(3.0) SUBMISSION OF EXPRESSION OF INTEREST

Interested Firms are to submit in two (2) bound hard copies (original and a copy) of Expression of Interest (Eol) documents separated by dividers and arranged as indicated above. The documents should be submitted in sealed envelope and addressed to “The Rector, Federal Polytechnic, Ilaro” and clearly marked “Expression of Interest for Audit”. Furthermore, the reverse side of the envelope should have the name and address of bidder and dropped in the designated Tender Box at the Administrative Block, West Campus, Federal Polytechnic, Ilaro not later than **12.00 noon Wednesday, 31 March, 2021**. Please ensure that you sign the Expression of Interest (Eol) Register at the Procurement office, Ground Floor, International Conference Centre (Glass House), West Campus, Federal Polytechnic, Ilaro, as the Federal Polytechnic, Ilaro or Staff will not be held liable for misplaced or wrongly submitted Eol.

(4.0) OPENING OF EXPRESSION OF INTEREST

(4.1) The Expression of Interest (Eol) documents shall be opened immediately after the deadline of submission at **12.00 noon Wednesday, 31 March, 2021** in the Board Room, Administrative Block, West Campus, Federal Polytechnic, Ilaro, Ogun State, in the presence of the bidders or their representatives. For further enquiries, please contact the head _____ of _____ procurement on: procurement@federalpolyilaro.edu.ng or procurementfedpolyilaro@gmail.com

(5.0) GENERAL INFORMATION

- (a) Eol must be in English Language and signed by an official authorized by the bidder.
- (b) Eol submitted after deadline for submission would be returned un-opened.
- (c) All costs will be borne by the bidders.
- (d) All shortlisted bidders will be contacted at a later date for collection of tender documents.
- (e) The Polytechnic is not bound to shortlist any tenderer and reserves the right to annul the selection process at any time without incurring any liabilities to any tenderer and assigning any reason thereof.
- (f) All documents submitted shall be referred to security and other relevant bodies for authentication.

SIGNED:

REGISTRAR