

## Overview

**UNIVERSITY OF MEDICAL SCIENCES,**

**LAJE ROAD, P.M.B 536, ONDO CITY, ONDO STATE, NIGERIA**

[www.unimed.edu.ng](http://www.unimed.edu.ng)

**REQUEST FOR PRE-QUALIFICATION OF CONTRACTORS FOR:**

**(a) THE 2018 CAPITAL PROJECT, AND**

**(b) 2019 NORMAL TETFUND INTERVENTION PROCUREMENT IN ENTREPRENEURSHIP DEVELOPMENT**

### **(1) INTRODUCTION**

Interested Contractors are hereby invited to tender by submitting pre-qualification documents in line with the Federal Government Procurement Act for the following:

**LOT 1:** Construction of 2-Storey Block of Classrooms (Year 2018 Capital Project)

**LOT 2:** Supply of Audio-Visual Equipment (Year 2019TETFund Normal Intervention In Entrepreneurship Development)

### **PRE-QUALIFICATION CRITERIA**

Interested Contractors with proven capability, relevant experience and a good track record of project delivery (cost, quality and time) are hereby requested to submit their company's profiles with the following requirements arranged in the order below for prequalification:

- Verifiable evidence of Incorporation/Registration of Company by the Corporate Affairs Commission (CAC) Including Forms
  - CAC 2 – Statement of Share Capital and Return of Allotment
  - CAC 7 -Particulars of Directors.
- Memorandum and Articles of Association
- Company Tax Clearance Certificate for the last three years (2018, 2019 and 2020)
- Company profile and organizational structure, Including names, resumes and telephone numbers of key personnel.
- Evidence of compliance with Industrial Training Fund Act 2011.
- Evidence of compliance with National Pension Commission (PENCOM)

- Evidence of compliance with the National Social Insurance Trust Fund (NSITF).
- VAT registration and evidence of past Value Added Tax(VAT) remittances.
- Evidence of inclusion in the Bureau of Public Procurement's (BPP) DataBase.
- Evidence of Technical Competence and verifiable similar projects successfully carried out within the last five years, with Clients names and addresses, evidence of award and practical completion.
- Annual Audited Financial Reports of the Company for the last three years (2018, 2019 and 2020)
- Technical and Professional Qualifications of Key Officers
- List of Company's Equipment/Machinery with proof of ownership
- Evidence of Financial Strength from Bankers
- Evidence of Community and Social responsibility (If any)
- Sworn affidavit attested to by a Director of the Company:
- Indicating the authenticity/verifiability of all submissions;
- That none of the Directors of the Company has been convicted in any country for any criminal offence and that the company is not bankrupt or under receivership.
- Disclosing whether or not any officer/staff of the University is a former or present Director, shareholder or has any pecuniary interest in the company and to confirm that all Information presented In its bid are true and correct in all particulars.
- That the company shall not subcontract without the express and written permission/approval of the University.

## **SUBMISSION OF PRE-QUALIFICATION DOCUMENTS**

All pre-qualification documents, well bound in wax-sealed envelopes with 'PRE-QUALIFICATION AS CONTRACTOR FOR **THE APPROPRIATE LOT**' boldly written at the left-hand side should be submitted not later than **12.00 noon on Tuesday, 27 April, 2021** to:

The Vice-Chancellor's Office,

University of Medical Sciences, (LAJE CAMPUS)

Ondo City, Ondo State.

Note: No single submission/document shall be treated for two lots

## **OPENING OF PRE-QUALIFICATION BIDS**

Pre-Qualification documents shall be opened at **12.00 noon on Tuesday, 27 April 2021** at the Senate Chamber of the University, LAJE CAMPUS. All Bidders and/or their representatives are enjoined to be present at the opening.

## **NOTIFICATION TO PRE-QUALIFIED BIDDERS**

Pre-qualified Contractors/Suppliers shall be communicated via text messages/email and their names displayed on notice boards of the University latest by **Tuesday, 4 May, 2021**.

### **COLLECTION OF TENDER DOCUMENTS**

Pre-qualified Contractors shall be required to register with the Institution and the Ondo State Government before procuring the Tender Documents from the Physical Planning Unit of the University at the LAJE CAMPUS, upon payment of N50,000.00 (Fifty Thousand Naira only) for the Capital Project and N10,000.00 (Ten Thousand Naira only) for the TETFund Entrepreneurship Development procurement. Tender documents shall be available for collection as from Tuesday 4 May 2021. Details regarding all payments should be obtained from the Bursary Department of the Institution at ODOSIDA CAMPUS.

### **SUBMISSION OF TENDER DOCUMENTS**

Completed Tender Documents should be addressed to The Registrar, University of Medical Sciences, Ondo City, Ondo State and submitted not later than **12.00 noon on Tuesday 18 May 2021** to

The Vice-Chancellor's Office,

University of Medical Sciences,

Ondo City, Ondo State. (LAJE CAMPUS)

### **OPENING OF TENDERS**

Tenders shall be opened at **12.00 noon on Tuesday, 18 May 2021** at the Senate Chamber of the University, LAJE CAMPUS in the presence of the University functionaries. All Bidders and/or their representatives are enjoined to be present at the Tender opening.

### **IMPORTANT NOTICE**

- (i) All submissions **MUST** be made in the Tender Box after they have been properly recorded at the Vice-Chancellor's Office, LAJE CAMPUS.
- (ii) That the University is neither committed nor obliged to award contract to any Contractor/Supplier by Virtue of being pre-qualified.
- (iii) That no Contractor/Supplier shall be entitled to any claim or indemnity of any form from the University as a result of this advertisement.

**SIGNED**

**Dr. Woleola J. Ekundayo**

**Registrar/Secretary to the Governing Council**