

## **Federal University, Gashua, Yobe State**

### **Request for Expression of Interest for Consultancy Service**

#### **(1) INTRODUCTION**

The Federal University Gashua intends to carry out the construction of some proposed building and civil engineering projects in 2017 with grants from Federal Government and its Agencies. The University hereby, invites interested, qualified and reputable construction consulting firms with relevant experience and good track record of performance, to submit Expression of Interest (EOI) as consultants for the proposed projects.

#### **(2) ELIGIBILITY CRITERIA**

- (a) Evidence of registration with Corporate Affairs Commission (CAC)
- (b) Detailed Company profile
- (c) Evidence of registration with professional bodies such as ARCON, COREN, SURCON, etc.
- (d) Evidence of current Tax Clearance Certificate (for the last 3 years- 2013, 2014 and 2015)
- (e) Evidence of VAT registration and remittance.
- (f) Evidence of Certificate of PENCOM Compliance in accordance with the pensions Reform Act, 2004.
- (g) Evidence of compliance with the Industrial Trust Fund Amendment Act, 2011.
- (h) Registration with NSTTF
- (i) Evidence of experience in jobs of similar nature.
- (j) List of key technical personnel including their roles, designation and qualification.

#### **(3) SCOPE OF THE SERVICES**

**The successful consultants will carry out the following services:**

- (i) Detailed feasibility studies
- (ii) Preparation of design and Bill of Quantities (BOQ)
- (iii) Routine site inspection/supervision
- (iv) Site progress reports

- (v) Issuing out Certificates of Valuation

**(4) SUBMISSION OF EXPRESSION OF INTEREST**

All proposals MUST be packaged in sealed envelope which should be marked "Expression of Interest as Consultants stating clearly on the other side of the envelope, the company's full name, address, GSM Number and e-mail address, and addressed to:

**The Registrar,  
Federal University Gashua,  
P.M.B. 1005, Nguru Read, Gashua.  
Yobe State**

The documents shall be deposited in the Tender box at the Procurement office.

**(5) CLOSING DATE AND OPENING**

The proposals shall be submitted in hard copies **on or before 1<sup>st</sup> February, 2016 between 10:00 am to 4:00 pm daily**. All bids received after the stated date and time shall not be entertained. The submitted proposals will be opened immediately after the **closing time which is 12.00 noon 1<sup>st</sup> February, 2017** at the Vice Chancellor's Board Room, Federal University Gashua.

**(6) PLEASE NOTE**

- (i) Participation in the bid process does not guarantee any company the right to be given the job.
- (ii) Any bid document submitted after the closing date shall not be considered
- (iii) Failure to adhere to all submission instructions may lead to disqualification of proposals
- (iv) This invitation should not be construed as commitment on the part of the University, nor shall it entitle any contractor to make any claims
- (v) Only companies whose Technical proposals fulfill the minimum requirements would be invited to submit Financial proposals.
- (vi) The University reserves the right to verify each claim made in (2) above.
- (vii) The University is not bound to shortlist any consultant and reserves the right to annul the selection process at any time without incurring any liabilities and assigning any reason thereof.

**SIGNED**

**REGISTRAR,**

**Federal University Gashua**