

**NATIONAL TEACHERS' INSTITUTE, KADUNA**  
**ADDENDUM TO THE ADVERTISEMENT ON PRODUCTION OF 2017 BDPSs/  
PGDE/ADE/NCE/PTTP COURSE MATERIALS**

The National Teachers' Institute, Kaduna wishes to draw the attention of the general public especially the Bureau of Public Procurement (BPP) to our advertisement dated 23<sup>rd</sup> January 2017 in respect of invitation to participate in the pre-qualification/tendering exercise for the production of 2017 BDPS/ PGDE/ADE/NGE/PTTP course materials.

This addendum is to clarify some of the requirements, add and expunge some others as appropriate to be in line with guidelines of the BPP as follows:

(i.) Requirement x and xii of the said advert simply mean – submission of evidence of PENCOM Compliance Certificate and ITF Certificate of Compliance as stipulated in line with the provisions of section 16 (6) (d) of the Public Procurement Act. 2007 which requires all bidders to fulfil all obligations.

(ii.) All Bidders are equally to submit a sworn affidavit indicating that no Officer of the National Teachers Institute. (NTI) Kaduna or the Bureau of Public Procurement is a former or present director, shareholder or has any pecuniary interest in the company.

(iii.) Item xi requesting for a non-refundable bidding fee of ₦10,000.00 is hereby expunged and bidders are not expected to enclose any bank draft as requested in the earlier advertisement.

**NOTE:**

All other requirements in the said advertisement remain intact and valid. Note further that the closing date for submission of pre-qualification documents for the advertisement is hereby extended from Thursday, 2<sup>nd</sup> to **Thursday 16<sup>th</sup> March 2017 at 12:00 noon** at the Registrar's Office, NTI Headquarters, Kaduna.

The bid will be opened immediately on the same day at the SMASE Complex building, NTI Headquarters, Kaduna

**SIGNED;**

**MANAGEMENT**

THE ADVERT REFERRED TO ABOVE IS SHOWN BELOW

**NATIONAL TEACHERS' INSTITUTE, (NTI), KADUNA**  
**INVITATION TO PARTICIPATE IN THE PRE-QUALIFICATION/TENDERING EXERCISE**

The National Teachers' Institute (NTI) Kaduna is inviting interested, competent and qualified registered printing companies to submit Technical proposal as a pre-requisite for pre-qualification, for the production of 2017 BDPs/PGDE/ADE/NCE/PTTP Course Materials.

**PRE-QUALIFICATION REQUIREMENTS Interested companies should submit the documents listed below:**

- (i) Full detail of the Company's profile.
- (ii) Certificate of Registration with the Corporate Affairs Commission.
- (iii) Tax Clearance Certificate for at least Three years (2014, 2015 & 2016).
- (iv) Evidence of VAT Registration and Remittance.
- (v) Evidence of similar jobs(s) executed in the past (with verifiable addresses).
- (vi) Organisational structure, available manpower with list of technical staff with their resumes.
- (vii) List of equipment/Distribution facilities
- (viii) Evidence of financial capability/Bank Reference and Annual Turn Over of at least N50 Million Duly Stamped by the Bank
- (ix) Company audited accounts over the past three years (2014, 2015 & 2016).
- (x) Evidence of Registration with Pensions Commission in Compliance with provisions of Section (16 (6) (d) of the Public Procurement Act, 2007 (PPA 2007).
- (xi) Payment of non-refundable bidding fee of N 10,000.00 (Ten Thousand Naira only) in Bank Draft payable to the National Teachers Institute, Kaduna.
- (xii) Evidence of payment of Training Contributions to Industrial Training Fund (ITF) in line with Section 6 (1) – (3) of the amended ITF Act. No.19 of 2011
- (xiii) Evidence of Compliance with the Employer's Compensation Act which requires that all Employers of Labour must remit 1% of the total annual emolument of their workers to the Nigerian Social Insurance Trust Fund.

(xiv) Evidence of Registration with Financial Reporting Council of Nigeria in line with the Federal Government Circular with reference No. SGF/ OP/1/S.3/IX/547 of 14th March, 2013 (a copy of FRC Certificate must be attached).

#### **SELECTION CRITERIA**

Printers will be selected in accordance with the provisions of the Procurement Act 2007 and Due Process mechanism.

#### **BID PRESENTATION**

Interested firms are to submit prequalification/Technical Proposals in sealed envelope. The proposal together with the documents earlier listed are to be submitted in sealed envelope addressed to the **Director-General and Chief Executive, National Teachers' Institute, KM5 Kaduna-Zaria Road, P.M.B. 2191, Kaduna duly marked Production of Course Materials**". The bid should be dropped in the Tender Box in the office of the Registrar. Bidder's name, address and telephone numbers, should be indicated on the reverse side of the envelope. Bidders are to ensure that they also sign the Submission Register in the Registrar's office.

#### **CLOSING DATE**

Closing date for the submission of Technical bids is **Thursday, 2<sup>nd</sup> March, 2017 not later than 12.00 noon** at the Registrar's office, NTI Headquarters Kaduna; while bids will be immediately opened on the same day at the SMASE complex building NTI Headquarters, Kaduna.

**Signed**

**Management**