

## **CITIZENSHIP & LEADERSHIP TRAINING CENTRE, ABUJA**

**PLOT 1075, JOSEPH GOMWALK STREET, GUDU DISTRICT, ABUJA**

**PMB 325 GARKI**

### **CITIZENSHIP & LEADERSHIP TRAINING CENTRE, ABUJA INVITATION FOR TECHNICAL AND FINANCIAL BIDS FOR THE EXECUTION OF 2018 CAPITAL APPROPRIATION**

#### **(1.0) INTRODUCTION**

The Citizenship and Leadership Training Centre intends to implement some capital projects under various works, goods and service in line with the budget for the financial year 2018 and in accordance with the Public Procurement Act 2007.

Consequently the Centre wishes to invite reputable contractors, suppliers and consultants wish relevant proves experience to submit tenders for the execution of the following projects.

#### **(2.0) SCOPE OF WORK**

##### **CATEGORY A (WORK)**

<b>S/N</b>	<b>LOT NO</b>	<b>DESCRIPTION OF FACILITY</b>	<b>LOCATION</b>
1	Lot 1	Rehabilitation/Renovation of Kitchens.	Kudan, Kaduna States, Owede, Ogun State.
2	Lot 2	Rehabilitation/Renovation of Toilets/Bathrooms.	Fika, Yobe State, Otujeremi, Delta State, Port Harcourt, River State.
3	Lot 3	Rehabilitation/Renovation of Hostels.	Fika, Yobe State, Jos, Plateau State Otujeremi, Delta State, Apapa, Lagos State.
4	Lot 4	Reconstruction of Fallen Fence	Jos, Plateau State
5	Lot 5	Rehabilitation of Clinic	Jos, Plateau State
6	Lot 6	Rehabilitation of Office Block	Awgu, Enugu State

##### **CATEGORY B (PROCUREMENT OF TEACHING /LEARNING AID EQUIPMENT)**

<b>S/N</b>	<b>LOT NO</b>	<b>DESCRIPTION OF ITEMS</b>	<b>QUANTITY</b>	<b>LOCATION</b>
7	Lot 7	Procurement of 85HP Yamaha outboard engine for Yusuf Adamu utility boat &2 other installation accessories.		Sea school, Apapa Lagos
8	Lot 8	Procurement of Vehicle SUV	1	Abuja
9	Lot 9	Procurement of Teaching Aid Equipment	Lot 9 (Category A-H)	Abuja

The scopes of work for the purpose of construction, reconstruction rehabilitation projects and specification of goods are detailed in the bidding document which shall be issued to prospective bidders.

### **(3.0) ELIGIBILITY REQUIREMENTS**

Prospective bidders must possess the under listed retirement to participate in this procurement.

- (a) Certificate of incorporation with corporate Affairs Commission (CAC).
- (b) Memorandum and Article of Association with form CAC-7 & CAC-2.
- (c) Evidence of current company's Tax Clearance Certificate for the last three years (2015, 2016 & 2017), that is valid till 31st December, 2018.
- (d) Evidence of current Pension Compliance Certificate in compliance with the amended Pension Reform Act 2014, that is valid till 31st December, 2018.
- (e) Evidence of registration on the National Database of Federal Contractors, Suppliers and Service providers by submission of the Interim Registration Report (IRR) issued by the Bureau of Public Procurement (BPP).
- (f) Evidence of current Industrial Training Fund (I.T.F) Certificate valid till 31st December, 2018 in compliance with Industrial Training Fund (ITF) Act 2005.
- (g) Evidence of current Nigeria Social Insurance Trust Fund (N.S.I.T.F) Compliance Certificate valid till 31st December, 2018.
- (h) Evidence of financial capability to execute the project including Bank Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed.
- (i) Company's Audited Account for the last 3-years (2015, 2016 & 2017) duly stamped by licenced auditor.
- (j) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications (in case of construction: CORCN, QSRBN, ARCON CORSON etc.);

(k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;

(l) List of Plants/Equipment with proof of ownership/Lease (where applicable);

(m) Sworn Affidavit disclosing whether or not any officer of the Citizenship and Leadership Training Centre or Bureau of Public Procurement 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;

(n) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (all the eligibility requirements are compulsory for each JV partner)

(o) Companies bidding for the procurement of vehicle must be included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for the procurement;

(p) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm,

#### **(4.0) COLLECTION OF BID DOCUMENTS**

Interested bidders are required to collect bid documents from Monday 11<sup>th</sup> June, 2018 – Monday 23<sup>rd</sup> July, 2018 between the hours of 8am – 4pm from the Head of Procurement Unit of the Citizenship and Leadership Training Centre Plot 1075, Joseph Gomwalk Street Gudu District, Abuja upon payment of non-refundable tender fee of Ten Thousand Naira (₦10,000.00) only, all payment should be made into Treasury Single Account (TSA) with the Central Bank of Nigeria through REMITA by generating Remits Retrieval Reference (RRR).

#### **(5.0) SUBMISSION OF BID DOCUMENTS**

Prospective bidders shall submit Two (2) bounded copies of Technical documents in separate envelop (marked Technical Documents) and Two (2) Bounded copies of financial documents in separate envelope (marked Financial Documents), then both the two separate envelopes

shall be enclosed in sealed outer envelope clearly marked CLTC INVITATION TO TENDER LOT NOS. And address both envelopes to:

**The Director General,**

**Citizenship and Leadership Training Centre,**

**Plot 1075, Joseph Gomwalk Street,**

**Gudu District Abuja**

**PMB 325 Garki.**

The completed and sealed bid documents should contain the bidders name on the reverse side of the envelope and shall be registered and signed in the Procurement Unit of the Centre and be deposited in the designated Tender Box at the ground floor between the hours of 8am-4pm Monday to Friday from the date of this advertisement.

#### **(6.0) CLOSING DATES AND OPENING**

Submission of bids closes **on Monday 23rd July, 2018 at 12:00 noon**. Any bid submitted after the stated dates and time shall not be considered. The submission bids shall be opened **on the same day Monday 23rd July, 2018** immediately after the deadline for submission by 12:00 noon at the Centre's meeting room ground floor.

Bidders /Companies representatives and interested members of the public including relevant professional bodies, civil society, non-governmental organisations and Anti-corruption Agencies Bureau of Public Procurement (BPP), Senate and House committee on procurement are hereby invited to witness the public opening of the exercise.

#### **(7.0) GENERAL INFORMATION**

##### **BIDDERS ARE INVITED TO PLEASE NOTE THE FOLLOWING:-**

- (i) Bids submitted after the deadline for submission shall be returned unopened.
- (ii) All submission that failed to strictly meet up the requirement specified in these advert shall be rejected.
- (iii) Bidder should not bid for more than one lot/ category.

- (iv) Only technically successful bidder will be invited for the financial bid opening and all successful Technical bids would be placed on the notice board and the Centre website.
- (v) All submissions must be made only in English language and: signed by official authorized by the bidder.
- (vi) The Centre reserves the right to cancel the procurement proceeding in the public interest, without incurring any liability to the bidder.
- (vii) This advertisement is published for the implementation purpose and should not be construed as commitment or obligation on the part of the Centre to award contract.
- (viii) The Citizenship and Leadership centre will not be held liable for wrongly submitted bids.
- (ix) For further enquiry please contact the Head of procurement; Citizenship and Leadership Training Centre ground floor Plot 1075 Joseph Gomwalk street Gudu District Abuja. From 8am-4pm local time Monday to Friday.
- (x) Interested bidders for LOT 7 would have to visit the Sea School, Off Creek Road, Apapa, Lagos for sighting of the Yusuf Adamu Boat at their own cost
- (xi) Citizenship and Leadership Training Centre will not be held liable for misplaced or wrongly submitted bids. For further enquires please contact the Head of Procurement on E-mail address [furfuri.ibrahim@cltc.gov.ng](mailto:furfuri.ibrahim@cltc.gov.ng).

**DIRECTOR GENERAL**

**CITIZENSHIP & LEADERSHIP TRAINING CENTRE**

**HEADQUARTERS, ABUJA.**