

FEDERAL UNIVERSITY OF PETROLEUM RESOURCES,

P.M.B. 1221, Effurun, Delta State

Invitation for Pre-Qualification of Consultants

The Federal University of Petroleum Resources, Effurun (FUPRE), Delta State, Nigeria was established in March, 2007 under a Federal Government of Nigeria initiative to build a specialized University to produce unique high level manpower and relevant expertise for the Oil and Gas sector in Nigeria and worldwide,

FUPRE is the first of its kind in Africa and it is destined to be one of the best in terms of excellence and relevance. The first batch of students was admitted at the commencement of the 2007/2008 academic session.

FUPRE's vision is to be the premier international institution-of Choice with state-of-the-art facilities to provide the petroleum and allied sectors, world-class education, training, research, consultancy and extension services, FUPRE will achieve her goals by ensuring that the best practices and traditions of Universities globally, especially the specialized ones, are used as benchmarks.

The Federal University of Petroleum Resources, Effurun in pursuance of her mission and vision intends to pre-qualify competent and reputable consultants for consultancy services for capital projects at its permanent site.

Scope of Work

The scope of work include preparation of detail/full drawings including all necessary tests, preparation of contract/tender documents and supervision. The consultants are also expected to provide other services that will facilitate the execution of the building projects.

Location of Projects

The projects are located at the University's permanent site at ugbomro in Uvwie Local Government Area of Delta State

Requirements

Interested Architect, Civil Services Engineers, Quantity Surveyors or a Consortium of these consultants who wish to participate in the projects are required to submit their firms' profile which must include but not limited to the following documents:

1. Technical Proposal

- Registration Certificate with Corporate Affairs Commission.
- Evidence of qualification and registration with appropriate professional bodies.

- Evidence of similar jobs done within the past three (3) years.
- Company profile and address/ office location.
- Audited accounts for the past three (3) years.
- Evidence of VAT certificate / Tax clearance certificate.
- Curriculum vitae of the principle officers of the company
- Name and address of bankers and reference letter from such banks.
- Any other information to prove the company's corporate and technical experience and capabilities
- Interested consultants to be pre-qualified are required to pay a non-refundable pre-qualification fee N10,000.00 at any branch of Oceanic Bank International Plc. In favour of Federal University of Petroleum Resources, Effurun

2. Financial Proposal

1. Applicable cost of services on consultancy services to be rendered.
2. Applicable cost against reimbursable expenses,
3. Local Taxes, Duties, Levis and other charges under applicable laws.

For additional information, please refer to 'Standard Request for Proposal for the Selection of Consulting Firms (Complex Lump-Sum) Of the Federal Republic of Nigeria Bureau of Public Procurement Document,

Method of Application:

The consultancy services **will be** executed with strict adherence to all contractual terms in the signed agreement by at parties.

All invited consultants will be required to submit a Technical Proposal and a Financial Proposal.

Submission of Pre-Qualification Documents

Technical Proposals and Financial Proposals are to be enclosed in two (2) separate sealed envelopes and clearly marked at the left hand corner "**PRE-QUALIFICATION FOR CONSULTANCY SERVICES**" as the case may be.

All documents should be submitted on or before 31st May, 2010 , latest by 12 noon on the last day. Bids will be opened on the same day in the University's Auditorium by 2.00pm in the presence of all bidders or their representatives who choose to attend.

All submissions are to be addressed to:

The Registrar

Federal University of Petroleum Resources

PMB 1221 Effurun.

CAVEAT

Response to this invitation shall not oblige the University to consider any responding firm **for** qualification. All costs incurred as a result of response to this invitation and any other subsequent requests for information shall be borne by the responding firm.

Dr. (Mrs.) L. O. Onwuka

Registrar