

ADEYEMI COLLEGE OF EDUCATION, ONDO

EXPRESSION OF INTEREST FOR CONSULTANCY SERVICE AND INVITATION TO TENDER FOR INTERNALLY GENERATED REVENUE PROJECTS, ADEYEMI COLLEGE OF EDUCATION, ONDO

(1.0) INTRODUCTION:

Adeyemi College of Education, Ondo intends to execute the following under-listed projects. Consequently, interested and reputable contractors are hereby invited to submit bid/expression of interest for the execution of the following internally generated revenue projects described hereunder:

(2.0) SCOPE OF WORKS/CONSULTANCY SERVICE

Lot 1	Rehabilitation of Burnt Section of School of Education Building
Lot 2	Construction of Four (4nos) Students Toilets
Lot 3	Construction of Office & Classroom Block
Lot 4	Rehabilitation of School of Languages Building
Lot 5	Consultancy Service for Construction and Furnishing of New Library Complex with Associated External Works
Lot 6	Consultancy Service for Construction and Furnishing of School of Arts, Social Science and Education Complex with Associated External Works.

(3.0) ELIGIBILITY REQUIREMENTS:

Prospective contractors and consultants shall be required to submit the following documents as applicable:

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years **valid till 31 December, 2018;**
- (c) Evidence of current Pension Compliance Certificate **valid till 31 December, 2018;**

(d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate **valid till 31 December, 31 December, 2018;**

(e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate **valid till 31 December, 2018;**

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid Certificate issued by BPP.

(g) Sworn Affidavit:

disclosing whether or not any officer of the relevant committees of Adeyemi Collee of Education or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars; that bidders do not have any Director who has been convicted in any country for any criminal offence relating to fraud of financial impropriety or criminal misrepresentation or falsification of facts relating to any matter

(h) Company's Audited Accounts for the last three (3) years – 2015, 2016, 2017;

(i) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

(j) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional gratifications (in case of construction: COREN, QSRBN, ARCON, CORBON etc). For Consultancy Service, including Arm's Practice License.

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

(i) List of Plants/Equipment with Proof of Ownership/Lease (Where Applicable);

(m) All document 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 TENDER DOCUMENTS (WORKS)

Prospective contractors shall be required to:

- (i) Visit any bank and make payment of N10,000.00 on REMITA or e-tranzact Pay Outlet for Adeyemi College of Education Tenders, Collect Tender document in the Office of the Ag. Director of Procurement on production of payment receipt.
- (ii) Interested firms in Consultancy Services will not pay at this stage until after short-listing.

(5.0) SUBMISSION OF TENDER DOCUMENTS (WORKS):

Technical and Financial bid documents (including MS Excel copy for Financial bid) should be neatly packed in separate sealed envelopes, put the two sealed envelopes together in a third bigger envelope also sealed and clearly marked with the name of the project and Lot number addressed to the Ag. Director of Procurement Adeyemi College of Education, P.M.B 520. Ondo. Furthermore, the reverse of each sealed envelopes should have the name and address of the bidder submitted to the office of the Ag. Director of Procurement **not later than 12:00 noon on Tuesday, 2 October, 2018.**

(6.0) SUBMISSION OF EXPRESSION OF INTEREST (EOI)

Interested firms are to submit two (2) bound of Expression of Interest (EOI) documents separated by dividers and arranged as indicated above. The documents should be submitted in a sealed envelope and addressed to Ag. Director of Procurement Adeyemi College of Education, P.M.B 520. Ondo, and clearly marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender box in the office of the Ag. Director of Procurement **not later than 12:00 noon on Monday, 3 September, 2018.**

(7.0) OPENING OF BIDS/EOI

The technical bids will be opened immediately after the deadline for submission at 12:00 **noon on Tuesday, 2 October, 2018** at the Centre for Educational Technology. Also, the EOI will be opened immediately after the deadline for submission at **12:00 noon on Monday, 3 September, 2018** at the Centre for Educational Technology.

(8.0) NOTE

- (i) Failure to comply with all the above requirements and content of the standard bidding document shall automatically result in disqualification.
- (ii) Opening of Financial Bids would be at a later date to be communicated to only pre-qualified contractors.

(iii) Only shortlisted Consultants would be invited at a later date for collection of Request for Proposals;

(iv) Adeyemi College of Education, Ondo reserves the right to verify claims made in the Technical Bid documents submitted by interested contractors and the College is not bound to pre-qualify any Contractor.

(v) Technical bid/EOI documents should be arranged and compiled as listed in 3.0 and duly paged

(vi) The College Management reserves the right to annul the selection process at any time without incurring any liability and attributing any reason.

(vii) Interested companies are by this notice invited to attend the opening exercise.

SIGNED

ACTING DIRECTOR, PROCUREMENT