

Overview

FEDERAL CAPITAL TERRITORY

COLLEGE OF EDUCATION, ZUBA – ABUJA

EXPRESSION OF INTEREST FOR YEAR 2016/2017/2018 (MERGED) TERTIARY EDUCATION TRUST FUND INTERVENTION IN ICT SUPPORT COLLEGE OF EDUCATION, ZUBA – ABUJA

(1.0) PREAMBLE

The Tertiary Education Trust Fund has allocated funds to FCT College of Education, Zuba for the year 2016/2017/2018 (Merged) TETFund Intervention in ICT Support. The Institution hereby invites reputable ICDL certified and qualified firms with good track record of performance to submit bids for the execution of the underlisted projects.

(2.0) SCOPE OF WORK

The projects for execution are as follows:

Lots	Lot Description
A	Website upgrade, Design, Migration, Hosting for one year, commissioning and ICT Staff training.
B	ICDL computer training (Base and Intermediate)

(3.0) ELIGIBILITY CRITERIA

The College in compliance with the PPA 2007 and the Bureau of Public Procurement (BPP) guidelines will carry out pre-qualification of companies that responded to the advert based on the following requirements:

- (i) Evidence of registration with Corporate Affairs Commission.
- (ii) Certified true copy of Memorandum and Article of Association

- (iii) Evidence of payment of Tax for the last three years i.e. 2016, 2017 and 2018.
- (iv) Current certificate of compliance issued by the National Pension Commission PENCON.
- (v) Evidence of current Industrial Training Fund compliance certificate.
- (vi) Evidence of VAT Registration and payment.
- (vii) Evidence of current Certificate or compliance with National Social Insurance Trust Fund (NSITF).
- (viii) Evidence of registration as ICDL Accredited Test Centre and Certified ICDL Trainer.
- (ix) Evidence of registration with computer professional of Nigeria (CPN).
- (x) Evidence of registration with National Information Technology Development Agency (NITDA).
- (xi) Company's audited account for the last three years i.e. 2016, 2017 and 2018.
- (xii) Evidence of Registration on the National Database of contractors by inclusion of Current interim registration receipt issued by the Bureau of Public Procurement (BPP).
- (xiii) Bank reference indicating financial capability of the contractor. Company profile with the CVs of staff which should include both Academic and Professional qualifications.
- (xiv) Verifiable and documentary evidence of at least three (3) similar jobs executed to include award letters and certificate of completion

NB: Any other relevant documents that can facilitate prequalification will be an added advantage.

(4.0) SUBMISSION OF EOI DOCUMENTS

Prospective firms are to submit bid for each lot desired separately packaged in sealed envelopes and clearly marked EOI and addressed to the Provost FCT College of Education, Zuba, Lokoja – Kaduna Expressway. The submission should clearly indicate the name of the project and the lot number. The reverse side of each sealed envelope should bear the name and address of the Bidder. The sealed documents should be

dropped at the Procurement Unit of the College not later than six weeks from the date of the advertisement (**16, March 2020**).

(5) OPENING OF EOI DOCUMENTS

All EOI documents received will be opened at the expiration of the advertisement period by **12:00pm** at the College Board Room.

(6.0) GENERAL INFORMATION

(i) Bids must be in English Language and signed by an official authorised by the bidder; EOIs submitted after deadline for submission would be returned un-opened:

(ii) All costs will be borne by the bidders;

(iii) Firms should not bid for more than two (2) Lots, violation is automatic disqualification;

(iv) Only shortlisted bidders at EOI's evaluation will be contacted at a later date for collection of Request for Proposals:

(v) FCT College of Education, Zuba is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, (PPA) 2007.

SIGNED

HEAD OF PROCUREMENT

FOR: PROVOST (COE, ZUBA)