

## Overview

**KWARA STATE UNIVERSITY, (KWASU) MALETE**

**P.M.B 1530, ILORIN**

**INVITATION FOR EXPRESSION OF INTEREST FOR THE PROCUREMENT OF INFORMATION AND COMMUNICATION TECHNOLOGY SUPPORT UNDER 2016 – 2017 – 2018 (MERGED) TETFUND INTERVENTIONS ON ICT SUPPORT**

### **(1) INTRODUCTION**

(1.1) Kwara State University will use the intervention for updating and expanding its present website efficiency so as to allow for increased access to needed resources by staff and students for teaching, learning, research and community development activities and to meet National Universities Commission (NUC) resource visitation, accreditation and re-accreditation requirements. The Kwara State University therefore invites interested, competent and reputable contractors/suppliers to tender for the under listed projects.

### **(2) SCOPE OF SUPPLY**

(2.1) The scope of Works /Supply is as follows:

**LOT 1:** Website Remodeling and Restructuring

**LOT 2:** International Computer DRIVING Licenses Training

### **(3) ELIGIBILITY REQUIREMENTS**

(a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7. Business Name is also acceptable.

(b) Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners) for the last three (3) years valid till 31st December, 2020;

(c) Evidence of current Pension Compliance Certificate valid till 31st December, 2020;

- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 st December, 2020;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 st December, 2020;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2020 or valid Certificate issued by BPP.
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Kwara State University, Malete, Kwara State 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;
- (h) Company's Audited Accounts for the last three (3) years -2017,2018,2019;
- (i) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial/deposit money bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- (j) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications.
- (k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards and evidence of Memorandum of Understanding with clients /institutions;
- (l) Evidence of registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA);
- (m) The Computer Training is to be facilitated by a QUALIFIED AND CERTIFIED ICDL EXPERT /TRAINER with copy of credential submitted along with the company profile.
- (n) 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) SUBMISSION OF EXPRESSION OF INTEREST**

(4.4) 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 the Vice-Chancellor, Kwara State University, Malete and clearly marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the office of the Registrar, Kwara State University, Malete not later than **12:00 noon on Tuesday, 29th September, 2020.**

(4.5) Please, ensure that you sign the Bid Submission Register in the office of the Registrar, Kwara State University, Malete with the Secretary, Second floor, Administrative Building, KWASU, Malete. The University will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Ag. Director of Procurement (Procurement)" on e-mail: – mohammed.abubakar@kwasu.edu.ng

#### **(5) OPENING OF EXPRESSION OF INTEREST**

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon on Tuesday 29th September, 2020** in the Council Chamber of Kwara State University, Malete.

#### **(6) GENERAL INFORMATION**

- (a) Bids must be in English Language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid for more than one (1) Lot.
- (d) All costs will be borne by the bidders;
- (e) Bidders are excused from the bid opening, which will be attended by officials of private sector professional organisation and CSOs in the areas of anti corruption/transparency. The event will be fully captured on video and can be provided to bidders on request;
- (f) Bidders can submit through Post (Courier Services)

(g) Only shortlisted firms will be contacted at a later date for collection of Request for Proposals;

(h) The Kwara State University, Malete is not bound to shortlist 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 2007.

**Signed**

**Muhammed A. Shuaib**

**Ag. Registrar**

**Kwara State University, Malete, Kwara State**