

Overview

EMMANUEL ALAYANDE COLLEGE OF EDUCATION

P.M.B. 1010,OYO, OYO STATE, NIGERIA

Website: www.eacoed.edu.ng

INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR THE YEAR 2016/2017/2018 (MERGED) TERTIARY EDUCATION TRUST FUND INTERVENTION IN ICT SUPPORT EMMANUEL ALAYANDE COLLEGE OF EDUCATION, OYO STATE, NIGERIA

(1) INTRODUCTION

The Emmanuel Alayande College of Education, Oyo, is about to utilize the Year 2016, 2017 and 2018 (merged) TETFUND intervention in ICT Support. The College hereby invites reputable, ICDL certified and qualified firms with proven track record and expertise to submit bids for the execution of the projects indicated below:

(2) SCOPE OF WORKS

The projects are as follows:

LOT	DESCRIPTION
LOT 1	Website Upgrade, Design, Migration, Hosting for One Year, Commissioning and ICT Staff Training.
LOT 2	Computer Training (Intermediate Modules) of Non Academic Staff.
LOT 3	Computer Training (Intermediate Modules) of Academic Staff.

(3) ELIGIBILITY REQUIREMENTS

Interested Contractor must submit the following:

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7
- (b) Evidence of Company Income Tax Clearance Certificates (TCC) for the last three years valid till 31st December 2019.

- (c) Evidence of Current Pension Compliance Certificate valid till 31st December 2019.
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2019.
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2019.
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring 31st January, 2020, or valid certificate issued by BPP.
- (g) Sworn affidavit
 - (i) that the company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
 - (ii) that the Company does not have any director who has been convicted in any country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - (iii) whether or not any officer of the Tenders Board of the Emmanuel Alayande College of Education, Oyo and Bureau of Public Procurement is a former or present director, shareholder or has pecuniary interest in the bidder and confirm that all information presented in the bids are true and correct in all particulars.
- (h) Companies' Audited Accounts for the Last Three Years (2016, 2017, 2018).
 - (i) Evidence of necessary financial capability to execute the project like reference letter from the Company's Banker(s), letter of commitment to provide fund from a Bank and Bank statement for the immediate past six (6) months,
 - (j) Company's Profile including Curriculum Vitae of Key Staff to be deployed for the project, including copies of their academic/professional qualifications.
 - (k) Possession of verifiable evidence of International Computer Driving License (ICDL).
 - (l) Possession of relevant experience in web designing including HTML, CSS, JavaScript and verifiable list of executed similar jobs at least three (3) in the last five years (i.e. letters of awards and certificates of practical job completion etc.).
 - (m) Arrangement of the technical documents in hard copies should follow the order in the list above and appropriately paged. The technical documents should have a table of content indicating the pages on which these items are to be found.

(4) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the office of the Registrar on evidence of payment of a non-refundable fee of N10,000.00 per Lot, paid into the Emmanuel Alayande College of Education's account as obtained from the Bursar.

(5) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for any Lot desired, two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to Registrar, Emmanuel Alayande College of Education, Erelu Campus, Oyo 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 registrar not later than **12:00 noon November 4, 2019**

(6) TENDER OPENING

The Tender bids will be opened immediately after the deadline for Submission **12:00 noon November 4, 2019** at the College Board Room, First Floor, Administration Block, Emmanuel Alayande College of Education, Erelu Campus, Oyo Town, Oyo State in the presence of bidders or their representatives, while the Financial Bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register in the office of the registrar, as the College will not be liable for misplaced or wrongly submitted bids. For further enquiries, please contact the office of the Director of ICT on the web address info@eacoed.edu.ng

PLEASE NOTE THAT:

- (i) The College reserves the right to verify claim(s) made by Bidders.
- (ii) Only successful pre-qualified Contactors will have their financial bids opened at a date to be announced later.
- (iii) This advertisement neither constitutes an offer by the College to transact with any party, nor does it constitute a commitment or obligation on the part of the College to procure works or services.
- (iv) The Emmanuel Alayande College of Education, Oyo will not be responsible for any costs or expenses incurred by any interested party in connection with any response to this invitation.
- (v) All submissions must be made in English Language.

(vi) Failure to comply with the instruction(s) above shall automatically result to disqualification.

Further clarifications can be obtained from the Office of the:

Director ICT,

Emmanuel Alayande College of Education,

Oyo, Oyo State.

SIGNED:

DR. T.L. ADEDIRAN MNIM, J.P.

REGISTRAR