

Overview

FEDERAL SCHOOL OF MEDICAL LABORATORY TECHNOLOGY (SCIENCE)

P.M.B 2253, JOS NIGERIA

INVITATION FOR EXPRESSION OF INTEREST FEDERAL SCHOOL OF MEDICAL LABORATORY TECHNOLOGY (SCIENCE) JOS

INTRODUCTION

The Federal School of Medical laboratory Technology (Science), Jos intends to undertake the procurement of services under the 2020 Capital Budgets.

In compliance with the Public Procurement Act 2007, the School invites interested and reputable Companies with relevant experiences and good track records to submit documents necessary for consideration for the execution of projects under the 2020 Capital Budget

(2) SCOPE OF SERVICE

Lot 1 (FSMLT/LTI)/2020: Hiring of External Auditors for Federal School of Medical Laboratory Technology

Lot 2 (FSMLT/LT2/2020) Workshop and Training on Research Methodology

(3) ELIGIBILITY REQUIREMENTS

Interested and competent contractors, Suppliers and service providers/consultants wishing to carry out any of the projects are required to submit the following documents, which will be subjected to verification and due diligence:

Mandatory/Responsive Requirements; Failure to fulfill any of the under-listed requirements will render a bid, disqualified.

(i) Evidence of Business Name or Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC2 and CSC7 (or CAC 1.1)

(ii) Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all Partner, where applicable) for the last three (3) years valid till 31st December, 2020 (where applicable)

(iii) Evidence of current Pension Compliance Certificate valid till 31st December, 2020 (where applicable)

(iv) Evidence of current Industrial Training Fund Compliance Certificate valid till 31st December, 2020 (where applicable).

(v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2020.

(vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring 30/06/2020 or valid certificate issued by BPP.

(vii) Sworn Affidavit disclosing whether or not any officer of the relevant committee of the Federal school of Medical laboratory Technology (Science), Jos 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.

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

(x) Company's Profile with Curriculum Vitae of Key staff to be deployed to the project, including copies of their Academic/Professional qualifications.

(xi) Evidence of Firm's Practice License issued by ICAN/ANAN or any related professional body.

(xii) Evidence of current Registration with the office of the Auditor General for the Federation.

(xiii) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates;

(xiv) Evidence of registration with Centre for Management Development (CMD) (Lot 2)

(xv) For joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR Sworn Affidavit are compulsory for each JV partner.

(xvi) 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 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 authorized officer of the company/firm.

SUBMISSION OF EOI DOCUMENTS

Expression of Interest (Eoi) shall be in two (2) hard copies (Original is Copy) and one (1) soft copy clearly marked, on or before **12:00 noon on Monday, 6 APRIL 2020** to the Office of the Head of Procurement of the School.

(5) OPENING OF EOI DOCUMENTS

Opening of the Eois will take place immediately after the close of submission at **12:00 noon on Monday, 6 APRIL 2020**, at the School Mini Hall, only shortlisted firms will be invited at a later date for collection of Request for Proposals.

(6) GENERAL INFORMATION

(a) Eois must be in English Language and signed by an Official authorized by the Bidders.

(b) Eois submitted after the deadline for submission would be returned un-opened.

(c) All costs will be borne by the firms.

(d) The Federal School of Medical Laboratory Technology (Science), Jos 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 will Section 28 of the Public Procurement Act 2007.

For further enquiries, Please contact the

Head of Procurement on email: fedmedlabtech@yahoo.com

SIGNED;

PROVOST/ CEO