

Overview

MODIBBO ADAMA UNIVERSITY OF TECHNOLOGY, YOLA

P.M.B. 2076 ALONG MUBI ROAD YOLA, ADAMAWA STATE

INVITATION FOR EXPRESSION OF INTEREST FOR 2016/2017/2018 (MERGED) TERTIARY EDUCATION TRUST FUND INTERVENTION IN ICT SUPPORT MODIBBO ADAMA UNIVERSITY OF TECHNOLOGY, YOLA

(1) INTRODUCTION

The Modibbo Adama University of Technology founded in 1981 is a Public University in the North Eastern State of Adamawa, Nigeria.

Modibbo Adama University of Technology, Yola wishes to undertake an ICT support project approved by the Tertiary Education Trust Fund (TETFUND) aimed at strengthening ICT support services for its staffs. Accordingly, the University wishes to invite competent and experienced ICT consulting firms to Submit Expression of Interest for the provision of the ICT support services

(2) SCOPE OF SERVICES

LOT

DESCRIPTION

1

Website design, Development and Training

(3) ELIGIBILITY/ REQUIREMENTS

Interested firms should submit two (2) bound EoI documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

- (a) Evidence of certificate of incorporation issued by the Corporate Affairs Commission (CAC) including forms CAC2 and CAC7 or Business Name;
- (b) Evidence of Firm's Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners) for the last three (3) years valid till 31st December, 2019;
- (c) Evidence of current Pension Compliance Certificate valid till 31st December, 2019 (where applicable);
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2019 (where applicable);
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) compliance Certificates valid till 31st December, 2019;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants, and Services providers by submission of Interim Registration Report (IRR) expiring on 31st January, 2020 or valid Certificate issued by BPP;
- (g) Sworn affidavit disclosing whether or not any officer of the relevant committees of Modibbo Adama University of Technology, Yola 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 particular.
- (h) Company's Audited Accounts for the last three (3) years (2016, 2017, 2018);

- (i) 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;
- (j) Company 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, Valuation certificate, job completion certificates and photographs of the projects;
- (l) Evidence of firm's registration with Computer Professionals Registration Council of Nigeria (CPN) and National Information Technology Development Agency (NITDA);
- (m) Lot 2: Evidence of accreditation by Centre for Management Development;
- (n) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension compliance, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner).
- (o) All documents for submission must be transmitted with a Covering/Forwarding letter under the company/Firms 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 Letter head 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 firm.

(4) SUBMISSION OF EOI DOCUMENT

Interested firms are to submit two (2) bound of Expression of Interest (Eoi) document separated by dividers and arranged as indicated above. The documents should be submitted in a sealed envelope and addressed to the Vice Chancellor, Modibbo Adama University of Technology, Yola, 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 Secretariat of the Procurement Unit office room B2 old Administrative Block Modibbo Adama University of Technology, Yola, **not later than at 12:00 noon on Monday, 10 February, 2020.**

(5) OPENING OF EOI DOCUMENTS

The EOI documents will be opened immediately after the deadline for submission at **12:00 noon on Monday, 10 February, 2020** at the Secretariat of the Procurement Unit Office room B2, Old Administrative Block, Modibbo Adama University of Technology, Yola. Please ensure that you sign the Bid Submission Register at room B1 of the procurement unit Modibbo Adama University of Technology, Yola as the University will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the head of Procurement on (08038129159 or isaabdulqqadir@gmail.com).

(6) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorised by the bidders.
- (b) Bids submitted after the deadline for submission would be returned un-opened.
- (c) All cost will be borne by the bidders.
- (d) Only shortlisted firms will be contacted at a later date for collection of Request for Proposals.
- (e) Modibbo Adama University of Technology, Yola is not bound to shortlist any bidder and reserve 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:

PROFESSOR ABDULLAHI L. TUKUR

VICE CHANCELLOR, MODIBBO ADAMA UNIVERSITY OF TECHNOLOGY, YOLA

