

Overview

EBONYI STATE UNIVERSITY

P.M.B 053, ABAKALIKI, EBONYI STATE

INVITATION FOR EXPRESSION OF INTEREST FOR YEAR 2016, 2017 AND 2018 TETFUND (MERGED) INTERVENTION ICT SUPPORT EBONYI STATE UNIVERSITY

INTRODUCTION

(1.1) In Compliance with the Public Procurement Act 2007, the management of Ebonyi State University Abakaliki, Ebonyi State hereby invites interested, experienced and competent contractors to submit Expression of Interest (EOI) documents for year 2016, 2017 and 2018 TETFund (Merged) Intervention ICT Support Project mentioned below:

(2.0) SCOPE OF WORK/SERVICES

S/N	DESCRIPTION
1	Website design/upgrade
2	Academic/Non-Academic Staff Training

(3.0) ELIGIBILITY REQUIREMENTS (Original copy of documents should be brought for sighting).

(a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7 or Business Name where applicable;

(b) Company's Audited Accounts for the last three(3) years: 2017,2018 & 2019

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

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

(e) Evidence of current Industrial Training Fund (ITF) Compliance Certificate, valid till 31st December, 2020;

(f) Evidence of Current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2020;

(g) Evidence of Registration on the National Database of Federal Contractors, Consultant and Services Providers by submission of Interim Registration Report (IRR) expiring on 30/06/2020 or valid Certificate issued by (BPP);

(h) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Ebonyi State University, Abakaliki or the Bureau of Public Procurement (BPP) 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

(i) Evidence of financial capability to execute the project including Reference Letter from a reputable Commercial bank indicating willingness to provide credit facility for the execution of the project when needed.

(j) Company Profile with the Curriculum Vitae (CV) 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 in the last five (5) years including letters of Awards, Valuation Certificates, Job Completion Certificates and photograph of the projects;

(l) 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 Partners)

(m) Evidence of Accreditation by computer professionals Registration Council of Nigeria, NITDA and Centre for Management Development, the computer training is to be facilitated by a qualified and certified ICDL Expert/Trainer

(n) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Headed Paper bearing amongst others, the Registration number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (Preferably GSM No.), and Email Address. The Letter headed 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 DOCUMENTS

Prospective bidders are to submit pre-qualification EOI documents, two (2) hard copies each of the EOI packaged in sealed envelopes and clearly marked as "EOI" and addressed to the Secretary Tender Board C/O Registrar, Ebonyi State University, Abakaliki (Administrative Building) and clearly marked with (the name of the project).

Furthermore, the reverse of sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box (Registrar's Office, Ebonyi State University Abakaliki, (Administrative Building) not later than **12:00 noon on Monday 24 February, 2020**.

(5.0) OPENING OF EOI DOCUMENTS

The EOI will be opened immediately after the deadline for submission **12:00 noon on Monday 24 February, 2020** in VC conference hall, Administrative Building in the presence of Bidders or their representatives. Please, ensure that you sign the Bid Submission Register in the Office of the Registrar, Administrative Building of the University as the Ebonyi State University Abakaliki will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please Contact the TETFund Desk Officer on 08037952256.

(6.0) GENERAL INFORMATION

- (a) Bid 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) All costs will be borne by the bidders
- (d) Only shortlisted firms will be contacted at a later date for collection of Request for Proposal;
- (e) The Ebonyi State University Abakaliki, 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 2007.

SIGNED:

MRS. BIBIAN NKECHINYERE NWOKWU

