

**(FEDERAL MINISTRY OF SCIENCE AND TECHNOLOGY)**

**P.M.B. 21023, IKEJA, LAGOS**

**INVITATION FOR PRE-QUALIFICATION AND TENDER FOR 2017 CAPITAL/CONSTITUENCY PROJECTS, FEDERAL INSTITUTE OF INDUSTRIAL RESEARCH, OSHODI, LAGOS**

**INTRODUCTION:**

The Federal Institute of Industrial Research, Oshodi wishes to invite interested, Competent and Reliable Companies to submit Tender Document for Constituency Project under the 2017 Capital Appropriation.

**Project:**

Training of Youth and Women in Waste to Wealth and Processing and Preservation of Kunu, Fruit Juice and Tomatoes in Langtang North/South, Plateau State

**ELIGIBILITY CRITERIA: PROSPECTIVE BIDDERS MUST POSSESS THE UNDER-LISTED REQUIREMENTS AND BE ELIGIBLE TO PARTICIPATE IN THIS PROCUREMENT: –**

- (a) Evidence of Company's Registration with Corporate Affairs Commission (CAC)
- (b) Evidence of Company's current Tax Clearance for the last three (3) years (2014, 2015 & 2016).
- (c) Evidence of current Pension Clearance Certificate in compliance with the amended Pen Com Reform Act, 2014.
- (d) Evidence of current ITF Certificate in compliance with Industrial Training Fund (ITF) Act, 2005.
- (e) Evidence of registration on BPP's National Database of Contractors, Consultants and Service providers with current Interim Registration Report (IRR) is mandatory.
- (f) Technical and Professional competent (please include all Academic and Professional Membership Certificate of Technical Staff).
- (g) Evidence of similar government jobs executed in the last three (3) years, stating details of clients, nature of work, evidence of job completion etc.

(h) Sworn affidavit affirming that none of the Directors of the Company have been convicted for any criminal offence

(i) Evidence of registration with Nigerian Social Insurance Trust Fund (NSITF)

(J) Sworn affidavit that no officer in FIIRO or FMST is Director in your

Company

### **COLLECTION OF TENDER DOCUMENTS**

Interested firms are to collect Bid Document from the Head of Procurement/Secretary to Tenders Board upon Presentation of evidence of Payment of a non-refundable Tender Fee of Ten Thousand Naira Only (N10, 000.00) in favour of FIIRO by using Central Bank of Nigeria (CBN) Payment gateway platform that can be accessed from the REMITA website at [www.remitta.net](http://www.remitta.net)

(a) Click "Pay Federal Government Agency"

(b) Enter "FIIRO" as the Name of MDA and select the service type (Tender Fee)

(c) Enter amount (N10,000.00)

(d) Submit to generate a Remittal Retrieval Refer (RRR), a unique Payment reference for your transaction

(e) This unique code should be presented at any of this payment channels

(1) At any branch of any Commercial Bank Nationwide

(2) With debit / credit cards (Master Card, Verve, VIS)

(3) Your Internet Banking Site

(4) Digital Wallet/Mobile Money

(5) Your Remittal Profile for Registered Remit use

(f) Select your preferred Payment Channels to make Payment.

If you have any enquiry or Complaint, kindly Contact our help desk via Telephone: 01-8445922 or E-mail: [info@fiiro.gov.ng](mailto:info@fiiro.gov.ng).

### **SUBMISSION OF COMPLETED BID**

The Pre-qualification / Technical Requirement should be sealed in a Separate Envelope and clearly marked “**Pre-qualification / Technical Bid**”

The Financial Bid should be in another separate Envelope, sealed and clearly marked “Financial Bid”. The Two (2) envelopes should be put into a bigger envelope and clearly marked “**Pre-qualification, Technical / Financial Bid**”

The name of the Company should be boldly written on the reverse side of all the envelopes. (All Documents should be in ring Binding) All documents are to be addressed to:

**The Director General/CEO**

**Federal Institute of Industrial Research, Oshodi,**

**P.M.B. 21023, Ikeja, Lagos State**

And should be dropped in a box in the office of the Deputy Director Procurement **not later than 11.00a.m. on 6<sup>th</sup> March, 2018.**

The Document will be examined on the same day at **11:00 a.m.** in the Institute Auditorium. Company representatives are encouraged to witness the box Opening.

### **ADDITIONAL INFORMATION:**

- (1) Letter Authorizing FIIRO to make enquires about any information supplied by the Company.
- (2) Evidence of Purchase or Lease of relevant Equipment / Facilities of Firm for the execution of the contract
- (3) Any other information that will be useful in determine the firm’s competence
- (4) Bidder or their representatives and other interested Organizations / General Public are by this notice invited to witness the event
- (5) Only firms that comply with regulatory requirements would be considered

- (6) Late submission will not be accepted
- (7) Bidder shall be responsible for all expenses incurred in the preparation of their Bids
- (8) Failure to satisfactorily fulfill the conditions as requested above will result to The invalidation of such Tender
- (9) FIIRO reserve the right to verify the authenticity of claim(s) made by any tendering Company
- (10) FIIRO shall reserve the right to reject any submission based on unverifiable information

Please note that this exercise place no commitment on FIIRO nor establishes any legal relationship whatsoever.

The Institute's website, E-mail address and Phone number are as follows:

E-mail Address: – [info@fiiro.gov.ng](mailto:info@fiiro.gov.ng). 01-8445922

**Signed:**

**DG/CEO**