

# Overview

## ENUGU STATE POLYTECHNIC

P.O.BOX 8, IWOLLO, EZEAGU LGA, ENUGU STATE

### INVITATION FOR PRE-QUALIFICATION AND TENDER FOR PROJECTS UNDER YEAR 2019 TETFUND ANNUAL INTERVENTION 2019R/SY37 ENUGU STATE POLYTECHNIC

#### INTRODUCTION

(1.1) The Polytechnic is a beneficiary of the Year 2019 Annual intervention of Tertiary Education Trust Fund (TETFund)

(1.2) Accordingly, and in line with the provisions of the Public Procurement Act 2007, the Polytechnic hereby invites Interested and reputable contractors with relevant experience and track-record to submit Technical and Financial Bids for the projects listed below:

#### (2) SCOPE OF WORKS /SUPPLY

LOT	DESCRIPTION	TETF CODE
1	Construction of Block of Classrooms and Offices	TETF/POLY/IWOLLO/2019/01
2	Supply and Installation of Furniture, Laboratory Benches and Equipment	TETF/POLY/IWOLLO/2019/02

#### (3) ELIGIBILITY REQUIREMENTS

(Below are the minimum qualifications bidders must meet):

(a) Evidence of Certificate of Incorporation with Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;

- (b) Evidence of Company Income Tax Clearance Certificate for the last three (3) years valid till 31<sup>st</sup> December, 2019: with minimum average annual turnover of N200 million;
- (c) Evidence of current Pension Compliance Certificate valid till 31<sup>st</sup> December, 2019;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December, 2019:
- (e) Evidence of current National Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup> December, 2019;
- (f) Evidence of registration on National Database of Federal Contractors, Consultants and Service Providers by submission of interim Registration Report (IRR) expiring 31<sup>st</sup> January, 2020 or valid Certificate issued by Bureau of Public Procurement (BPP);
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Enugu State Polytechnic, Iwollo or the Bureau of Public Procurement is a former or present director or shareholder or has pecuniary Interest in the bidder and to confirm that all information presented in the bid are true and correct in all particulars;
- (h) Company's Audited accounts for the last three (3) years (2016, 2017 and 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 to fund the project when needed;
- (j) Company Profile with curriculum Vitae of Key Staff to be deployed to the project including copies of their Academic/Professional qualifications (in case of construction: COREN, QSRBN, ARCON, CORBON, etc.);
- (k) 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 and Photographs of the projects;
- (L) List of Plants/Equipment with proof of Ownership/Lease (where, applicable);
- (M) All documents for submission must be transmitted with a covering letter under the Company/Firm's Letter Head bearing amongst others, the Registration number (RC) as Issued by CAC, Contact Address, Telephone Numbers (preferably GSM No), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Director; of the Company at the bottom of the page, duly signed by the authorized officer of the firm.

#### **(4) COLLECTION OF TENDER DOCUMENTS**

Interested companies are to collect the Standard Bidding Document (SBD) for above projects from the office of the Director, Physical Planning Unit (DPPU), First Floor, School of Engineering Complex of the Polytechnic at Iwollo Campus, upon presentation or evidence of payment (receipt) issued by the Bursary Department of a non-refundable fee of N10,000.00 per Lot.

#### **(5) SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit bid for each of the Lots 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 The Rector, Enugu State Polytechnic and clearly marked Year 2019 TETFund Annual Intervention and the Lot number and lot description. Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender box at the Office of the Registrar, not later than **12:00 noon on Monday 25 November, 2019.**

#### **(6) OPENING OF TECHNICAL BIDS**

The technical bids will be opened immediately after above set deadline for submission at **12:00 noon on Monday 25 November, 2019** in the Conference Room of the Administrative Block at Iwollo in the presence of bidders or their representatives, while the financial bids will be kept un-opened.

#### **(6) GENERAL INFORMATION**

- (a) Bids must be in English Language and signed by an authorised official
- (b) Bids submitted after the deadline for Submission will be returned
- (c) All costs will be borne by the bidders.
- (d) Only the pre-qualified bidders will be contacted at a later date for financial bid opening, while financial bids of unsuccessful bidders will be returned unopened;
- (e) The Polytechnic is not bound to prequalify 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:**

**LADY IJEOMA U. UGWU (FCAI)**

**REGISTRAR/SEC. TO THE GOVERNING COUNCIL**