

Overview

NIGER DELTA UNIVERSITY

WILBERFORCE ISLAND, BAYELSA STATE

INVITATION FOR PRE-QUALIFICATION AND TENDER FOR TETFUND LIBRARY INTERVENTION 2015 – 2016, NIGER DELTA UNIVERSITY

1.0 INTRODUCTION

The Niger Delta University, Wilberforce Island invites interested, competent and reputable contractors to make submissions for pre-qualification and tender for the TETFund Library Intervention 2015-2016.

2.0 DESCRIPTION OF WORK

Procurement of Textbooks, Journals, Library ICT, Equipment and Furniture.

3.0 SCOPE OF WORK

The scope of work consists of the Procurement of Various Titles of Books, Journals, E-Books and ICT Equipment that will be located at the main campus of the University, Wilberforce Island, Bayelsa State.

4.0 PRE-QUALIFICATION REQUIREMENTS

The University, in compliance with PPA, 2007 and Bureau of Public Procurement (BPP) guideline, will carry out Pre-qualification of companies which respond to this advert based on the following requirements:

Mandatory Requirements;

- (a) Evidence of Registration with Corporate Affairs Commission (CAC);
- (b) Evidence of Company's current Tax Clearance Certificate for the last three years (2015, 2016 and 2017);

(c) Evidence of current Certificate of compliance with National Pension Commission (PENCOM) amended PenCom Reform Act 2014;

(d) Evidence of current Certificate of Compliance with Industrial Training Fund in line with the provision of ITF Act, 2005;

(e) Evidence of Registration with Bureau of Public Procurement (BPP) by attaching the Interim Registration Report (IRR) as provided in part II section 5(h) of PPA 2007;

(f) Verifiable evidence of Financial Capability with an average annual turnover of not less than 50 million in the last three years (2015, 2016 and 2017).

4.2 OTHER NECESSARY REQUIREMENTS:

(g) Unabridged Company Audited Report for the immediate past (3) years (2015, 2016 and 2017);

(h) Evidence of Company Annual returns to CAC for immediate past three years;

(i) Evidence of current certificate of compliance with National Social Insurance Trust Fund in line with the provision of NSITF Act.

(j) A sworn affidavit that no partner/director has been convicted in any country for criminal offences related to fraudulent or corrupt practices, or criminal misrepresentation of falsification of-facts relating to any matter and that all the required documents are both GENUINE AND UP TO DATE;

(k) A sworn affidavit disclosing whether or not any officer of NDU or BPP is a former or present Director, Shareholder or has any pecuniary interest in the bidder and confirm that all information presented in its bid are true and correct in all materials particulars;

(l) A statement indicating that the company does not at the time of this bid have any existing loan or financial liability with a bank, other financial institutions or third party that is classified as doubtful, non-performing, bad Registration with relevant Professional bodies or whose repayment portion has been outstanding for the last three months.

4.3 SPECIFIC REQUIREMENTS:

(A) BIDDERS' EXPERIENCE

Experience as a prime contractor on at least one (1) project of similar nature and complexity comparable to the works under consideration within the last Five (5) years (copies of letter of award/certificates of completion to be attached).

(B) FINANCIAL CAPACITY

Evidence of access to or availability of credit facilities certified by the bankers, equivalent of Fifty (50) million naira minimum amount of Liquid Assets net of other contractual commitment of the successful bidder shall be required.

5.0 COLLECTION AND SUBMISSION OF BID DOCUMENTS:

Interested and competent bidders are requested to collect bid documents from the office of the Director, Physical Planning, Niger Delta University between the hours of 9.00am. to 3.00 pm, from the date of this publication, upon presentation of evidence of payment of non-refundable tender fee (bank draft) of N30,000.00 (Thirty Thousand Naira Only) at the Bursary department of the University. The drafts should be made payable to the Bursar, Niger Delta University, Wilberforce Island.

All submissions are required to be neatly packaged in binders and in sealed envelope clearly marked '**Pre-qualification and Tender for the Procurement of Textbooks, Journal, Library ICT, Equipment and Furniture**' at the top right hand corner and sent to the address indicated below, name, Telephone Number and Mailing address of the bidding entity should be clearly stated on the reverse side of the envelope.

5.1 CLOSING DATE

The documents are to be submitted by hand to the address indicated below **not later than 12.00 noon Monday, April 16, 2018, to:**

The Registrar

Niger Delta University

Wilberforce Island

Bayelsa State.

5.2 Opening of Bid

The bid documents are scheduled to be opened publicly at **12.00 noon on Monday April 16, 2018**, at the Vice Chancellor's Conference Room. Companies or representatives, Civil

Society Organizations (CSO), Professional Bodies and members of the general public are invited to witness the bids opening exercise.

5.3 Additional Information

- (i) The University may verify any or all the claims made by applicants and shall disqualify any company whose claims are found to be false in addition to other sanctions that may be deemed necessary;
- (ii) Bidders who have worked for the University and have a history of poor performance, abandonment, termination and/or prolonged contract execution period need not to apply;
- (iii) All submission pages must be dully initialed by the company;
- (iv) Non-compliance to the instructions will lead to disqualification.
- (v) Submission must be made only in English Language.
- (vi) This Pre-qualification invitation shall not be construed to be a commitment on the part of the University nor shall it entitle any Company to make any claims whatever and seek indemnity from the University, by virtue of having responded to this advertisement.
- (vii) Late submission will not be entertained under any circumstances.

SIGNED:

MRS. EFFUA E. BEREPUBO, FNIM

AG. REGISTRAR