

UMAR SULEIMAN COLLEGE OF EDUCATION GASHUA

P.M.B. 02 GASHUA, YOBE STATE

**INVITATION FOR PRE-QUALIFICATION AND TENDER FOR THE YEAR 2015 & 2016
MERGED TETFUND LIBRARY DEVELOPMENT PROJECT INTERVENTION UMAR
SULEIMAN COLLEGE OF EDUCATION GASHUA**

(A) INTRODUCTION

The Umar Suleiman College of Education Gashua, in compliance with the requirements of Public Procurement Acts of 2007 on the procurement of goods, works and services hereby invites interested, suitable and qualified Suppliers of proven track record to undertake the procurement of the under-listed Library Books and Non-books:

Lot	Description
Library Development	
Lot 1	Procurement of library books
Lot 2	Procurement of library non books

(B) PRE-QUALIFICATION REQUIREMENTS

To be considered, potential companies are required to submit all the under-listed verifiable documents:

(i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;

(ii) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years (2015, 2016 & 2017) valid till 31 December, 2018:

(iii) Evidence of current Pension Compliance Certificate valid till 31 December, 2016;

(iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2018;

(v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December, 2018;

(vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2019 or valid Certificate issued by BPP;

(vii) Evidence of Sworn Affidavit disclosing whether or not any officer of the relevant committees of Umar Suleiman College of Education, Gashua 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 particulars;

(viii) Evidence of financial capability to execute the project by submission of reference letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

(ix) Verifiable documentary evidence of at least three (3) similar jobs in the last five (5) years including Letters of Awards, Interim Payment/Valuation Certificates and Practical Completion Certificates;

(x) Corporate Company profile (include a list of the Company's Technical Staff, their Curriculum Vitae's and copies of their credentials, including qualification, year(s) of cognate experience and certificate of registration with relevant professional bodies).

(xi) Copies of Company's Audited Statement of Accounts for the last three (3) years (2015, 2016 & 2017) duly stamped by a registered auditor.

(C) TENDER PROCEDURE

(1) The Suppliers are required to prepare and submit their tenders in two (2) separate parts, namely:

- (i) Technical Tender (Pre-qualification)
- (ii) Commercial/Financial Tender

(2) Bids shall be prepared and submitted in accordance with the aforementioned Tender documents. In the event of a contract award, the bidder will be required to enter into formal contractual agreement in the Form and based on the proposed contract documents.

(D) COLLECTION OF TENDER DOCUMENTS

Bid documents shall be made available to interested companies on presentation of evidence of payment from the Bursary department. Tender fee of N10,000.00 Lots 1 & 2. All tender documents should be collected at the office of the Secretary Procurement Committee.

(E) SUBMISSION OF TENDER

Interested bidders are expected to put the technical bid in separate sealed envelope and financial bid in another sealed envelope, with each envelope distinctively labeled to indicate its nature, while the two (2) envelopes should be put in a bigger sealed envelope, indicating Company's Name, particulars and Name of the Lots, in line with three (3) envelope system of tendering.

Envelope for each lot should be clearly marked as may be applicable. It should be addressed to the Secretary Procurement Committee, Umar Suleiman College of Education, Gashua.

(F) CLOSING/OPENING; DATE

Lots	Venue for Submission	Bid Closing Date and Time	Bid Opening Date and Time	Venue for Opening of BID
1-2	Office of the Secretary Procurement Committee.	Monday 26 November, 2018 at 12:00 Noon	Monday 26 November, 2018 at 12:00 Noon	Council Chambers of the College

PLEASE NOTE THAT:

(v) Only technical bids will be opened on the bid opening date (on same date and time with the deadline for submission), and only financial bids of bidders successful in the technical evaluation will be opened and financial bids of unsuccessful bidders will be returned to them unopened.

(v) Please, note that the Originals of the documents would be requested and therefore, should be made available for sighting whenever required.

SIGNED

MANAGEMENT