

**DELTA STATE POLYTECHNIC**

**OTEFE, P.M.B 03, OGHARA, NIGERIA**

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**INVITATION FOR PRE-QUALIFICATION DELTA STATE POLYTECHNIC**

**(1.0) INTRODUCTION**

In compliance with the requirement of the Public Procurement Act of the Federal Government of Nigeria, the Delta State Polytechnic, Otefe – Oghara hereby invites interested, competent and reputable contractors and suppliers with relevant experiences, requisite expertise and good track record for timely delivery of projects to submit technical bids in respect of the following items to be procured for the Polytechnic's Year 2017 TETFUND Zonal Intervention.

**(2.0) SCOPE OF WORK**

<b>S/N</b>	<b>DESCRIPTION</b>	<b>CODE</b>
1 (Lot 1)	Supply, Installation and Commission of 870nr 3- Seater Lecture Seat for the School of Engineering ( Main Frame 50mm x 300mm x 1500mm seat with writing top 50mm x 450mm, BACK support/resting 50mm x 300mm x 1500mm  Hardwood Black Afara or any other equally approved hardwood), VAT Inclusive	POLY/OTEFE/TETFUND/ZN/10/01
2 (Lot 2)	Procurement of 16 seater Toyota Haice Bus, with 2.7 Litre Petrol Engine, High roof, Air conditioner, ABS, 5 Speed Manual Transmission, Vinyl seats, Airbags, Radio/CD player, VAT Inclusive	POLY/OTEFE/TETFUND/ZN/10/02

### **(3.0) ELIGIBILITY CRITERIA**

Interested contractors/suppliers are invited to submit the following documents:

- (i) Evidence of incorporation of company with Corporate Affairs commission.
- (ii) Include Certified True Copy of CAC registration forms C02 and C07 containing names of directors and shareholders.
- (iii) Certified copy of memorandum and Articles of Association of the Company
- (iv) Company Audited Account for the last 3 (three) years, duly stamped by a Registered Auditor.
- (v) Evidence of Current Tax Clearance Certificate (2015, 2016 & 2017) valid till 31st December, 2018
- (vi) Evidence of current Certificate of compliance with Pension Reform Act, as issued by the National Pension Commission (PENCOM) valid till December 2018.
- (vii) Evidence of current compliance with ITF Amendment Act 2011 and stated to be valid till 31st December 2018.
- (viii) Evidence of current Nigerian Social Insurance Trust Fund (NSITF) Compliance Certificate (2018) valid till 31st December 2018;
- (ix) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers; by inclusion of the Interim Registration Report (IRR) expiring on 1st January 2019 or Valid Certificate issued by BPP;
- (x) Evidence of Financial capability and banking support with commitment to fund the project;
- (xi) Verifiable evidence of similar jobs successfully executed, or being executed, within the last five (5) years, including type, cost, location and evidence of award and satisfactory completion.
- (xii) A Sworn Affidavit by a Director certifying that:
  - (a) The documents submitted for the pre-qualification exercises are not only genuine, but correct.
  - (b) None of the Directors of the Company had ever been convicted by Law.

( c) The Company is not bankrupt.

( d) None of the Officers of the Delta State Polytechnic, Otefe – Oghara is a former or present Director of the Company.

(xiii) Original Bank Statement of the past twelve (12) months

(xiv) Company's registered address, functional contact address, GSM phone numbers and email addresses.

(xv) Evidence of award letters and completion certificate for three (3) similar projects, satisfactorily completed.

(xvi) Company's Banking Detail including Account name, account number, bank name and branch, and sort code.

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

Contractors are expected to deposit duly completed bid documents addressed to the Registrar, Delta State Polytechnic, PMB 03, Otefe – Oghara, in sealed envelopes with the project title inscribed on the top right corner, their company name and address on the reverse side of the envelop, and dropped in the Office of the Registrar, Delta State Polytechnic, Otefe – Oghara. All prequalification document must be submitted on or before 12:00noon on **Monday 24 September, 2018**. Late submission of Tender application shall not be accepted.

#### **(5.0) OPENING OF PRE-QUALIFICATION DOCUMENTS**

Opening of pre-qualification document will take place immediately following the deadline for the submission of bids at **12:00noon on Monday 24 September, 2018** in the conference room of the Polytechnic. All bidders and or their representatives, relevant professionals and NGOs are invited to witness the public bid opening exercise accordingly.

#### **( 6.0) INTERESTED PARTIES SHOULD PLEASE NOTE THAT:**

(i) Only prequalified bidders will be invited to submit financial bid.

(ii) All submissions must be made, adequately substantiated with documents and must be verifiable.

(iii) The Polytechnic shall deal directly with only the authorized officers of interested companies whose telephone number is indicated in the letter of authorization and not with their agents.

(iv) This pre-qualification exercise shall not be construed as a commitment on the part of the Polytechnic to award the contracts to anyone or even award of a contract at all.

( v) A company indicating interest in more than one project should submit their profile for all the projects they are interested in.

**SIGNED:**

**DR BENSON OMONODE (REGISTRAR)**