

INVITATION FOR PRE-QUALIFICATION FOR CONSULTANCY SERVICES FEDERAL COLLEGE OF EDUCATION, ZARIA

The Federal College of Education, Zaria intends to engage the services of professionally competent Insurance Brokers/Underwriters.

In view of this, the College hereby invites suitably qualified, experienced and reputable firms to submit their pre-qualification documents, which shall be rendered in English Language

ELIGIBILITY FOR PRE-QUALIFICATION

Firms interested in the pre-qualification process are required to submit comprehensive technical and financial information as follows:

- (a) Name of Firm, Postal address, Telephone Number, e-mail address where correspondence can be directed and Firm's representative.
- (b) Evidence of incorporation or Registration of Business Name.
- (c) Evidence of Registration with relevant Government Agencies.
- (d) Firm's 3 years' Audited Account.
- (e) Evidence of Tax Clearance for 3 years,
- (f) Evidence of financial capability and Banking support.
- (g) Experience / Technical qualification and experience of key personnel.
- (h) Evidence of similar projects executed or clientele in the past and referees from whom confirmations may be sought
- (i) Annual Turnover.
- (j) VAT Registration and Evidence of past remittances
- (k) Evidence of Compliance with Provisions of Pensions' Reforms Act, 2004.

ADDITIONAL INFORMATION

This advertisement shall NOT be construed as commitment on the part of the College, NOR shall it entitle any firm to make any claims whatsoever, or seek any indemnity from the College by virtue of such firm having responded to this advertisement, in addition, responding to this advertisement does not oblige the College to consider a responding firm for pre-qualification.

Note that all cost (s) incurred pursuant to this advertisement shall be borne by the responding firm

SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

The pre-qualification documents should be sealed and clearly marked '**PRE-QUALIFICATION FOR**' (Indicating the particular consultancy service in respect of which pre-qualification is sought shall be clearly stated.)

Firms interested should submit the required documents, in duplicate to:

The Registrar,

Federal College of Education, Zaria

The documents should reach him at or before **12:00 noon on 17 October, 2018** (not later than 4 weeks from the date of publication). Documents submitted thereafter shall not be considered.

SIGNED

DR JIBRIL LAWAL

REGISTRAR