

KASHIM IBRAHIM COLLEGE OF EDUCATION

MAIDUGURI, BORNO STATE

INVITATION FOR PRE-QUALIFICATION FOR YEAR 2016 (TETFUND) ICT SUPPORT PROJECTS KASHIM IBRAHIM COLLEGE OF EDUCATION MAIDUGURI

(1.0) INTRODUCTION

(1.1) The Kashim Ibrahim College of Education, Maiduguri, intends to carry out the under listed projects with year 2016/2017 and 2018 (TETFUND) ICT Support

(1.2) Interested and competent contractors/suppliers with relevant experience are invited to submit pre-qualification for the following mentioned below projects

(2.0) SCOPE OF WORK/ SUPPLY

	DESCRIPTION	LOT
1	Website Development/Upgrade of the Institutions to ensure visibility and responsiveness	Lot 1
2	Staff Training of ICT Staff on platform and Content Management and Administration of the restructured institutions Website: <ul style="list-style-type: none">· Computer Training of both Academic and Non-academic Staff of the Institution on Computer Essentials, Word Processing, Spreadsheets and Online Essentials for 5 Days;· Presentation using Databases, Online Collaboration, IT Security Project Planning- Digital Marketing and ICT in Education.· Advanced Word Processing Advanced Spreadsheets Advanced Database, Advanced Presentation for 5 days	Lot 2

(3.0) ELIGIBILITY REQUIREMENTS

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;
- (b) Evidence of company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2019;
- (c) Evidence of current Pension Compliance Certificate, (PENCOM) valid till 31st December, 2019;
- (d) Company's Audited Accounts for the last three (3) years; 2016, 2017 and 2018;
- (e) Evidence of current Industrial Training Fund (ITF) Compliance Certificate, Valid till 31st December, 2019;
- (f) Evidence of Current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2019;
- (g) Evidence of Registration on the National Database of Federal Contractors, Consultant and Services Providers by submission at Interim Registration Report (IRR) expiring on 31/01/2020 or valid Certificate issued by (BPP);
- (h) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Kashim Ibrahim College of Education, Maiduguri or the Bureau of Public Procurement (BPP) 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.
- (i) Evidence of financial capability to execute the project including Reference Letter from a reputable Commercial bank indicating willingness to provide credit facility for the execution of the project when needed.
- (j) Company Profile with the Curriculum Vitae (CV) of key staff to be deployed for the project, including copies of their of their Academic/ Professional qualifications, Registration with relevant Bodies.
- (k) Verifiable documentary evidence of at least three (3) similar Jobs in the last five (5) years inducing letters of Awards Valuation Certificates, Job Completion Certificates and photograph of the projects;
- (l) For Joint Venture,-Partnership, Memorandum of Understating (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV Partners)

(m) Evidence of Accreditation by computer professionals of Nigeria, NITDA and Centre for Management Development, the computer training is to be facilitated by a qualified and certified ICDL Expert

(n) All documents for submission must be transmuted with a Covering/ Forwarding letter under the Company/Firm's Letter Headed Paper bearing amongst others, the Registration number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (Preferably GSM No.), and Email Address. The Letter headed Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authored officer of the firm.

(4.0) SUBMISSION OF DOCUMENTS

Prospective bidders are to submit pre-qualification documents, two (2) hard copies each of the Technical bids packaged in sealed envelopes and clearly marked as "Technical Bid" and addressed to the Registrar, Kashim Ibrahim College of Education, Maiduguri, Administrative Building) and clearly marked with (ICT Support Project).

furthermore, the reverse of sealed envelope should have the name and address of the bidder and drop in the designated Tender Box (Registrar's Office, Kashim Ibrahim College of Education, Maiduguri, Administrative Building) **not later than (12 noon on 17 February, 2020)** which must not be less than Six (6) weeks, counting from the date of the advertisement).

(5.0) OPENING OF PRE-QUALIFICATION DOCUMENTS

The Technical bids will be opened Immediately after the deadline for submission (**12 noon on 17 February, 2020**) in the Board Room, Administrative Building in the presence of Bidders or their representatives. Please, ensure that you sign the Bid Submission Register in the Office of Registrar, Administrative Building of the College as the Kashim Ibrahim College of Education, Maiduguri will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please Contact the Secretary of Tenders Board.

(6.0) GENERAL INFORMATION

- (a) Bid must be in English Language and signed by an official authorized by the bidder.
- (b) Bids submitted after the deadline for submission would be returned un-opened.
- (c) All costs will be borne by the bidders.
- (d) All pre-qualified bidders will be contacted at a later date for collection of Tender documents.

(e) The Kashim Ibrahim College of Education, Maiduguri is not bound to pre-qualify 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.

REGISTRAR:

KASHIM IBRAHIM COLLEGE OF EDUCATION, MAIDUGURI

BORNO STATE