

Overview

UNIVERSITY OF MEDICAL SCIENCES

LAJE ROAD, ONDO, ONDO STATE

INVITATION FOR PRE-QUALIFICATION OF CONTRACTORS TO TENDER FOR THE CONSTRUCTION OF THE UNIVERSITY GUEST CHALET UNIVERSITY OF MEDICAL SCIENCES LAJE ROAD, ONDO, ONDO STATE

(1) INTRODUCTION

In line with the requirements for Due Process, the University of Medical Sciences, Ondo City, Ondo State is calling for competent and highly experienced Contractors to participate in the competitive tendering processes of selecting Contractor to execute the construction of the University's Guest Chalet.

(2) PROJECT SCOPE/DESCRIPTION

Construction of the first phase of the University's Guest Chalet with 8 nos. standard guest rooms and other supporting facilities spread over two floors.

(3) PRE-QUALIFICATION CRITERIA

IMPORTANT NOTICE: The under-listed requirements should be arranged and labelled in the order of appearance, failure upon which your submission might be rejected.

Only Contractors with proven capability, relevant experience and good track record of project delivery (cost, quality and time) will be considered.

- (a) Evidence of Incorporation of Company by the Corporate Affairs Commission (CAC)
- (b) Memorandum and Articles of Association
- (c) Company profile and organisational structure, including names, resumes and telephone numbers of key personnel.
- (d) Verifiable list of previous similar projects successfully carried out within the last three years, with Client's names and address, evidence of award and practical completion
- (e) Company Tax Clearance Certificate for the last three years (2016, 2017 & 2018)
- (f) Education Tax Clearance
- (g) Equipment and Technology capacity
- (h) Evidence of compliance with the National Pension Commission (PENCOM)

- (i) VAT registration and evidence of past VAT remittances.
- (j) Experience/ Technical qualifications of key personnel with copies of certificates.
- (k) Audited Annual Financial Report of the Company for the last three years (2018, 2017 and 2018)
- (l) Evidence of financial strength (Bank Statements for the last six months, credit worthiness, financial Bids, etc.)
- (m) Evidence of registration with the University (for the required project category)
- (n) Evidence of registration as Contractor with the Ondo State Government
- (o) Evidence of community and social responsibility (if any)
- (p) A sworn affidavit indicating the authenticity and verifiability of all submissions
- (q) A sworn affidavit indicating that none of the Directors of the company had been convicted for any criminal offence either at home or abroad.
- (r) A sworn affidavit confirming that no officer of the University of Medical Sciences, Ondo City is a former or present Director/Shareholder or has any peculiar interest in the company.

(4) SUBMISSION OF PRE -QUALIFICATION DOCUMENTS

A non-refundable payment of #15,000.00 (Fifteen Thousand Naira) administrative/processing fees shall be made by interested Contractors prior to submission of pre-qualification documents.

All pre-qualification documents, well bound in wax sealed envelopes with 'PRE-QUALIFICATION' boldly written at the left hand side should be submitted (hand delivered) **not later than 12:00 noon on Monday, 7 October, 2019**, to:

**The Ag. Registrar,
University of Medical Sciences, (Odosida Campus)
Ondo City, Ondo State.**

(5) OPENING OF PRE-QUALIFICATION BIDS

Pre-Qualification documents shall be opened at **1:00pm on Monday, 7 October, 2019** at the Council Chamber of the University, Laje campus. All Bidders and/or their representatives are enjoined to be present at the opening.

(6) NOTIFICATION TO PRE-QUALIFIED BIDDERS

Names of pre-qualified Contractors shall be communicated to them via text messages and/or e-mails **on Friday, 11 October, 2019**.

(7) COLLECTION OF TENDER DOCUMENTS

Pre-Qualified Contractors shall be required to procure the Tender Documents from the Physical Planning Unit, upon payment of N50,000.00 (Fifty Thousand Naira only). Details regarding all payments should be obtained from the Bursary Department of the University.

(8) SUBMISSION OF TENDER DOCUMENTS

Completed Tender Documents which must not bear marked identity of the Contractor/Supplier should be submitted **not later than 12:00 noon on Monday, 28 October, 2019** to:

**The Ag. Registrar,
University of Medical Sciences, (Odosida Campus)
Ondo City, Ondo State.**

(9) OPENING OF TENDERS

Tenders shall be opened at **1pm on Monday, 28 October, 2019** at the Council Chamber of the University, Laje campus in the presence of the University Functionaries. All Tenderers and/or their representatives are enjoined to be present at the Tender opening.

(10) IMPORTANT NOTICE

(i) That the University is neither committed nor obliged to award contract to any Contractor/Supplier by virtue of being pre-qualified.

(ii) That no Contractor shall be entitled to any claim or indemnity of any form from the University as a result of this advertisement.

SIGNED:

ADEYINKA ADEKALU

A. G REGISTRAR AND SECRETARY TO COUNCIL