

RIVER STATE UNIVERSITY

NKPOLU OROWOROKWO

P.M.B 5080 PORT HARCOURT, RIVERS STATE NIGERIA

INVITATION FOR PREQUALIFICATION AND TENDER FOR SUPPLY OF TEACHING AND RESEARCH EQUIPMENT

(1.0) INTRODUCTION

The Rivers State University, Port Harcourt, is desirous of Procuring Teaching and Research Equipment as part of The Revitalisation of Public Universities to be financed by The Federal Ministry of Education under the NEEDS ASSESSMENT Program.

Consequently, the University hereby invites reputable bidders with relevant experience and good track records to tender for the projects as described hereunder;

(2) PROJECT DESCRIPTION

LOT NO	DESCRIPTION OF PROJECT	REFERENCE CODE
Lot 1	Procurement of Equipment and Furniture for the Department of Medical Biochemistry	BSU/20/001
Lot 2	Procurement of Equipment and Furniture for the Institute of Pollution Studies	RSU/20/002
Lot 3	Procurement of Equipment and Furniture for the Department of Architecture	RSU/20/003
Lot 4	Procurement of Equipment and Furniture for the Department of Human Anatomy	RSU/20/004

(3.0) ELIGIBILITY/MANDATORY REQUIREMENT

Prospective Bidders are required to submit comprehensive documents that highlight the company's ability to carry out the services such as:-

- (a) Evidence of Certificate of incorporation with the Corporate Affairs Commission (CAC) and (CAC7),
- (b) Evidence of Company's income Tax Clearance Certificate for the last three (3) years
- (c) Evidence of current Pension Compliance Certificate valid till 31st December 2019.
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2019,
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) compliance Certificate valid till 31st December, 2019.
- (f) Evidence of Registration on the National database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2020 or valid Certificate issued by BPP.
- (g) Sworn Affidavit disclosing whether or not any officer of the Rivers State University 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;
- (h) Company's Audited Accounts for the last three (3)years 2016, 2017, 2018
- (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 of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications in case of construction: COREN, QSRBN, ARCON, CORBON etc):
- (k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including letters of Awards, Valuation, Certificates, Job Completion Certificates and Photographs of the Projects:
- (l) Lists of plants/equipment with proof of Ownership/Lease (where applicable),
- (m) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (all the eligibility requirements are compulsory for each JV partner)

(n) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized officer of the firm.

(4.0) COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect Tender Document from the office of the Director of Physical Planning and Development, Rivers State University, Port Harcourt on evidence of payment of non-refundable fee of N10, 000, 00 per Lot, paid into the account of Rivers State University, Port Harcourt.

(5.0) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit for each of the Lot desired two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to the Vice Chancellor, Rivers State University, Port -Harcourt and clearly marked with the name of the project and Lot number). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and dropped in the designated Tender Box at the Vice Chancellor's Conference Room. Senate Building, River State University, Port Harcourt not later than **12:00 noon on Monday 9 March, 2020.**

(6.0) OPENING OF BID

The Technical bids will be opened immediately after the deadlines for submission (**12:00 noon on Monday 9 March, 2020**) in the Vice Chancellor's Conference Room. Senate Building, Rivers State University, Port Harcourt, as the Rivers State University will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Director of Physical Planning and Development, Rivers State University Port Harcourt,

(7.0) GENERAL INFORMATION

- (a) Bids 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 unopened;
- (c) Bidders should not bid for more than two (2) Lots (note: this maximum ceiling is important in order not to overstretch bidder's capacity, and causing delay in project delivery)
- (d) All costs will be borne by the bidders;

(e) All pre-qualified bidders will be contacted at a later date for financial bid opening, while bids of un-successful bidders will be returned un-opened.

(f) The Rivers State University, Port Harcourt 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.

PROF. O.B. OWEI

A G. VICE CHANCELLOR

RIVERS STATE UNIVERSITY