

**INVITATION FOR PREQUALIFICATION HUSSAINI ADAMU FEDERAL POLYTECHNIC P.M.B.
5004, KAZAURE, JIGAWA STATE**

(A) INTRODUCTION

Hussaini Adamu Federal Polytechnic, Kazaure, wishes to invite competent Contractors Suppliers to submit their Pre-qualification documents for the following projects, under the Year 2015 2016 Merged TETFUND Library Development Intervention.

(B) THE PROPOSED PROJECTS

Lot 1: Procurement of various Titles of books-TETF/POLY/KAZAURE/LIB/15-1601

Lot 2: Procurement of various E-Journals,- TETF/POLY/KAZAURE/LIB/15-16/02-04

Lot 3: Procurement and Installation of All in One Desktop Computers –TETF/POLY/ KAZAURE/LIB/15-16/05

Lot 4: Procurement and Installation of Library Furniture- TETF/POLY/KAZAURE/LIB/15-16/06-20

(C) MANDATORY PRE-QUALIFICATION REQUIREMENTS

In line with the requirement of Public Procurement Act.2007, interested Companies are required to submit the following Mandatory documents

- (i) Certificate of Incorporation with the Corporate Affairs Commission including Forms CAC2 and CAC7
- (ii) Evidence of Tax Clearance Certificate for the last three years – 2015, 2016, 2017. valid till 31st December. 2018
- (iii) Evidence of current Pension Compliance Certificate valid till 31st December, 2018
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance certificate valid till 31st December, 2018
- (v) Evidence of current Nigeria Social Insurance Trust Fund (NSTF) Compliance certificate valid till 31st December, 2018

(vi) Evidence of registration on the National Data base of the Federal Contractors, Consultant and service provider by submission of Interim registration report (IRR) expiring on 30/6/2018 or valid Certificate issued by BPP

(vii) Certified audited account of the company for the last three years – 2015, 2016 and 2017

(viii) Interested bidders are to accompany their bid with a court sworn affidavit indicating that:

They do not have any Director who has been convicted in any country for any criminal offence relating to fraud, financial impropriety criminal misrepresentation and falsification of facts relating to any matter.

None of the officers of the relevant committees of the Hussaini Adamu Federal Polytechnic, Kazaure or the Bureau of Public Procurement is a former or present director, shareholder or has any pecuniary interest in the bidder; and

All information's presented in the bid are verifiable, true and correct in all particulars;

The company is not in receivership or about to be in receivership or not a replacement for hitherto tax defaulting company.

(D) OTHER REQUIREMENTS

(i) Evidence of financial capability by submission of Reference Letter from reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

(ii) Verifiable documentary evidence of at least three similar jobs in the last five (5) years including Letters of Awards, Interim Payment/Valuation Certificates and Practical Completion Certificates:

(iii) A comprehensive company profile with Curriculum Vitae of Key Staff to be deployed for the project and their copies of academic professional certificates.

(iv) 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 authorised officer of the firm.

(E) SUBMISSION OF TENDER DOCUMENTS

The Documents should be submitted in the following prescribed manner:

(1) The Contractor/Supplier shall enclose in a sealed envelope duly marked as "Pre-qualification Document for stating the project, Lot of interest (Technical)

(2) The envelopes shall be addressed to the Registrar. Hussaini Adamu Federal Polytechnic P.M.B. 5004 Kazaure, Jigawa State The envelope shall also bear the name and address of the contractor on the reverse side.

(F) CLOSING OF SUBMISSION

Submission of Pre-qualification Documents closes on **Tuesday 22nd May, 2018** at 12:00 noon.

(G) OPENING OF PRE-QUALIFICATION DOCUMENT

The envelopes received will be open on **Tuesday 22nd May, 2018** at 12:00noon at the polytechnic council chamber by 12:00 noon

(H) NOTE

No bidders shall bid for more than two (2) Lots

Only pre-qualified bidders shall be contacted at a later date for collection of bid documents

For more information, please contact the Procurement Department, Hussaini Adamu Federal Polytechnic, Kazaure, Jigawa State, on 08023392264 or ykutama91@yahoo.com

SIGNED:

RABI'U MUHAMMAD DANMALAM

REGISTRAR