

# INVITATION FOR TECHNICAL AND FINANCIAL BIDS FOR TETFUND PROJECTS NASARAWA STATE UNIVERSITY, KEFFI

## (A) PREAMBLE

The Federal Government of Nigeria allocated funds through Tertiary Education Trust Fund (TETFund) for Projects maintenance. The Nasarawa State University, Keffi therefore invites interested, competent and reputable Companies to make submission for Technical and Financial Bids in respect of Year 2015 & 2016 (merged) TETFUND Maintenance Interventions

## (B) PROJECTS:

<b>Lots</b>	<b>Project Title</b>	<b>Location</b>
LOT 1	Renovation of Selected TETFund Projects	Keffi
LOT 2	Renovation of Laboratories	Keffi

## (C) PRE-QUALIFICATION CRITERIA

Prospective contractors are expected to submit documents for the pre-qualification (Technical bid) as enumerated below:

- Evidence of Registration with Corporate Affairs Commission (CAC).
- Evidence of Tax Clearance certificate for the last three (3) years. (2015-2017)
- Evidence of compliance and remittance with the provisions of the Pension reform Act, 2004 (note that only 2018 PENCOM Certificate will be accepted).
- Evidence of compliance with the provisions of the Industrial Training Fund Amendment Act as stipulated in section 6(1) – (3).
- Evidence of current certificate of registration with Bureau of Public Procurement (BPP) or copy of Interim Registration Report (IRR) as provided in Part II Section 5(a) of Public Procurement Act 2007
- Evidence of certificate of compliance with the provisions of the Employee Compensation Act 2010 issued by the Nigerian Social Insurance Trust Fund.

A declaration or a sworn affidavit indicating the following:

1. That all documents submitted are genuine and verifiable.
2. That none of the Directors has been convicted in any court for any criminal offence including fraud or financial impropriety.
3. That no officer of Nasarawa State University, Keffi who is a former or present Director, shareholder or has any pecuniary interest in the company.
4. That the Company does not at the time of this bid have any existing loan or financial liability with a bank or other financial institutions or third party that is classified as doubtful, non-performing, bad or whose repayment portion has been outstanding for the last three (3) months

- Comprehensive Company Profile indicating technical (Architect, Structural, Mechanical, Electrical Engineers, Builders and Quantity Surveyors) and administrative staff strength, CVs stating phone numbers, academic and professional qualifications including photocopies of certificates and years of experiences of key personnel available for the project. The CVs of staff should include one passport photograph endorsed by the technical staff and the Chief Executive Officer. The technical staff should be registered with ARCON, COREN, CORBON, and QSRBN respectively.
- Evidence of relevant verifiable experiences on similar projects (minimum of three (3)) in Nigeria over the last five (5) years indicating cost, duration of execution, practical completion certificates as well as award letters.
- Reference to three (3) major projects giving names, addresses and telephone numbers of contact persons from the client
- Evidence of social responsibility in terms of endowment, sport or TETFund contribution.
- Evidence of VAT Registration and Remittance.
- Evidence of Company Annual Returns to the CAC for the immediate past three (3) years (2015-2017)
- A Letter of financial Reference from a reputable Bank and consent to allow for verification with Bankers

**Note:** Failure to provide any of C (a-g) will automatically disqualify the bidder.

#### **(D) COLLECTION OF TECHNICAL AND FINANCIAL BIDS DOCUMENTS AND OPENING.**

Prospective Contractors are to collect Financial bids from the Registrar, Nasarawa State University, Keffi upon the presentation of receipt of non-refundable fee of N10,000.00 (Ten-Thousand Naira only) payable to Bursary Department. Bidders are requested to submit their documents sealed and clearly marked in separate envelopes "Technical and Financial Bid for the specific LOT" and both should be enclosed in a sealed envelope. Name, Telephone Number and Mailing Address of the Bidding Entity should also be clearly stated on the reverse side of the envelope and addressed to:

**The Registrar,**

**Nasarawa State University, P.M. B. 1022,**

**Keffi, Nasarawa State.**

The Documents should be dropped in the Tenders Box in the Office of the Registrar, Nasarawa State University, Keffi not later than **23RD JULY, 2018**. Submission of documents shall close at 12:00noon same day on.

## **(E) OPENING OF BID DOCUMENTS**

The Technical Bids are scheduled to be opened during a public opening ceremony on the same date at **12:00 noon on 2<sup>ND</sup> July, 2018** at Senate Chamber of Nasarawa State University, Keffi. Only the companies that are pre-qualified shall be invited to the opening of the Financial Bids **on 23<sup>RD</sup> July, 2018**

All prospective contractors are invited to public opening and to bring thereafter relevant original documents for sighting.

## **(F) ADDITIONAL INFORMATION**

1. The university may verify any or all claims made by applicants and shall disqualify any company whose claims are found to be false in addition to other sanctions that may be deemed necessary.
2. All submission pages must be dully initialled by the company
3. Tenderers shall not be awarded more than one contract

### **PLEASE NOTE THAT:**

1. Submission of Tender documents to the Nasarawa State University, Keffi is neither a commitment nor an obligation to award of contract to any contractor or his agent.
2. Nasarawa State University, Keffi reserves the right to reject any or all documents submitted at any time prior to pre-qualification or acceptance if the above stated procedure is not followed.
3. Nasarawa State University, Keffi reserves the right to cancel the procurement proceedings at any stage in the public interest without incurring any liability to any firm.
4. Arrange your pre-qualification documents for submission as it appears in the advert.
5. Failure to comply with any of the above mentioned instructions may lead to outright disqualification.

### **SIGNED:**

**BALA I. AHMED II, MNIM, FCAI, FCIM**

**REGISTRAR & SECRETARY TO THE COUNCIL**