

USMANU DANFODIYO UNIVERSITY, SOKOTO

(OFFICE OF THE VICE CHANCELLOR)

PROCUREMENT UNIT

INVITATION FOR TECHNICAL AND FINANCIAL BIDS FOR THE YEAR 2011 TETFUND HIGH IMPACT INTERVENTION (BATCH IV)

(1.0) INTRODUCTION

The Usmanu Danfodiyo University, Sokoto intends to execute the proposed project under **YEAR 2011 TETFUND HIGH IMPACT INTERVENTION (BATCH IV)** in the Central Research Laboratory. Interested and reputable companies are hereby invited to submit their technical and financial bids for the project.

(2.0) DESCRIPTION/SCOPE OF PROJECT

Supply, Installation and Commissioning of Cary 630 FTIR Instrument with Laptop PC and Accessories as well as training of staff in the operation of the Instrument

(3.0) CONTRACTING STRATEGY

The criteria and the selection process for bidders for the project shall be conducted in line with the provisions of the extant laws on Public Procurement in Nigeria.

(4.0) ELIGIBILITY REQUIREMENTS

Bidders shall attach the following in their submissions:

- (i) Evidence of Registration with the Corporate Affairs Commission (CAC) as a limited liability company.
- (ii) Company Profile and Organization Structure, including names of key personnel with addresses and phone numbers.
- (iii) Evidence of Company's Current Tax Clearance Certificate for the immediate past three (3) years (2014, 2015 and 2016)

- (iv) Evidence of current VAT registration Certificate.
- (v) Evidence of current certificate of compliance with the Pension Reform Act 2014.
- (vi) Evidence of current certificate of compliance with the Industrial Training Fund (Amendment) Act, 2011.
- (vii) Evidence of current certificate of compliance with the Nigeria Social Insurance Trust Fund (NSTTF) Act.
- (viii) Evidence of Registration with Bureau of Public Procurement (BPP) by attaching the Interim Registration Report (IRR) as provided in the Act.
- (ix) A current Sworn Affidavit that;
 - (a) No Director/Partner has been Convicted in any Country for Criminal Offence related to Fraud or Corrupt practices, or Criminal misrepresentation or falsification of facts relating to any matter;
 - (b) The Company is not in receivership, insolvency or bankruptcy proceedings or the subject of any form of winding up petition;
 - (c) Whether or not any officer of the relevant committees of the procurement entity or Bureau is a former or present Director, shareholder or has any pecuniary interest in the bidder;
 - (d) All information presented in this bid is true and correct in all particulars.
- (x) Company's Audited Report for the immediate past three years (3) (2014,2015 and 2016);
- (xi) Comprehensive Company profile with complete CVs of key Professionals including photocopies of relevant academic and Professional qualifications with attestation of availability on site during execution, contact phone numbers and proof of Registration with relevant regulatory Professional bodies e.g. COREN, ARCON, CORBON, QSRBN, SURCON etc.
- (xii) Evidence of similar and verifiable projects executed or under execution within the last five (5) years including award letters and evidence of completion certificate. Copies of at least three (3) completion Certificates/Final Payment Certificates should be attached.

(xiii) Prospective bidders should attach in their submission, bid security of at least 5% of their tender sum

(xiv) List of relevant equipment to be used for the execution of the project with evidence of ownership or lease arrangement by the bidder.

(5.0) NOTES

(i) The company profile must, among other things, provide the RC number of the company, the names, nationalities, addresses and telephone numbers of the Directors of the Company.

(ii) Bidders should endeavour to arrange all documents as listed in 4.0 above.

(iii) Certificates may be referred to the respective issuing authority for verification.

(iv) Only successful Technical Bidders will be considered for next stage of Financial Bid evaluation.

(v) The University will recognize and correspond with only authorized officers of the rendering Companies and **NOT** through individuals or agents acting on their behalf

(vi) This advertisement inviting technical and financial bids shall neither be construed as a commitment on the part of Usmanu Danfodiyo University, Sokoto nor shall it entitle any bidder to make any claim whatsoever and/or seek any indemnity from Usmanu Danfodiyo University, Sokoto

(vii) Submissions must be made only in English language.

(6.0) Collection of Bidding Documents

Interested and competent bidders are requested to collect the financial bidding documents from the address below upon the presentation of evidence of payment of Ten Thousand Naira (N10, 000.00) only into the account of the University through REMITA:

The Director, Procurement,

Estate and Municipal Services

Department Building,

Usmanu Danfodiyo University,

Sokoto

(7.0) Submission of Bidding Documents

Prospective bidders should enclose the “**Technical Bid-Lot No**” In a separate envelope and the “**Financial Bid -Lot No**” in another separate envelope. The two (2) separate envelopes shall be enclosed in one sealed outer envelope clearly marked “**Invitation to Tender – Lot No**” but should not bear the identity of the bidder. Telephone no. and mailing address of the bidding entity should be clearly stated on the reverse side of the outer envelope. The envelope should be addressed and submitted to the address below on **or before Wednesday, 20th December, 2017 at 12:00 noon**. Late submission shall not be accepted.

The Director, Procurement & Secretary,

Tenders Board,

Estate and Municipal Services

Department Building,

Usmanu Danfodiyo University, Sokoto

Main Campus

(8.0) Opening of Bidding Documents

Bids will be opened immediately after the deadline for the submission, i.e. **Wednesday, 20th December, 2017 at 12:00 noon** at the Senate Chamber, Ahmadu Bello House (Vice Chancellor’s Office Complex),

Usmanu Danfodiyo University, Sokoto. Respective bidders and general public are invited to attend.

Signed:

Director, Procurement

Usmanu Danfodiyo University, Sokoto

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