

**INVITATION FOR TECHNICAL AND FINANCIAL BIDS FOR THE YEAR 2015/2016
MERGED TETFUND PROJECT MAINTENANCE INTERVENTION 05S3X/2015/2016
PLATEAU STATE UNIVERSITY, BOKKOS**

The Plateau State University Bokkos intends to execute the following projects;

- LOT 1. REHABILITATION OF LTC BLOCK
- LOT 2. REHABILITATION OF ENTREPRENEURSHIP CENTER
- LOT 3. REHABILITATION OF MANAGEMENT SCIENCE BUILDING
- LOT 4. REHABILITATION OF OPEN AIR THEATRE BUILDING

(1.2) In compliance with the Public Procurement Act, 2007, the University is therefore inviting Reputable contractors with proven experience to submit both Technical/financial bids for any of the above mentioned projects,

(2.0) BIDDING CRITERIA.

The technical bids should be arranged in the following order:

- (1) Evidence of Registration/Incorporation by the Corporate Affairs Commission (CAC).
- (2) Company's tax clearance certificate for the preceding three (3) years i.e. 2015, 2016 and 2017.
- (3) Current Certificate of compliance with Pension Reform Act 2014-PENCOM
- (4) Current Evidence of payment of industrial Training Fund (ITF) Employers' Contribution.
- (5) Current Evidence of compliance with the National Social Insurance Trust Fund (NSITF)
- (6) Evidence of registration with Bureau for Public Procurement -BPP
- (7) A Sworn Affidavit indicating; that all documents submitted are genuine, verifiable and that, no officer of the University has a pecuniary interest or is a former or present Director or Shareholder in the Company.

OTHER REQUIREMENTS:

- (i) Evidence of financial capability to execute the projects. Bank reference and a commitment, to provide facility for the execution of the contract, if awarded.
- (ii) List of similar verifiable and successfully completed or on-going projects. Please enclose copies of letters of award, interim payment certificates and practical completion certificates if any.
- (iii) VAT registration with evidence of remittances for three (3) years (i.e. 2015, 2016 and 2017)
- (iv) List of key managerial technical and administrative staff of the company. This should include names, qualifications, curriculum vitae and copies of certificates and professional certificates of registration.
- (v) Company's audited accounts for the last three (3) years i.e. 2015, 2016, 2017, including, annual turnover.
- (vi) List of equipment owned or to be hired by the company for the execution of the project (showing evidence of ownership).
- (vii) Evidence of community social responsibility (if any).

(3.0) COLLECTION OF TECHNICAL/FINANCIAL DOCUMENTS:

Prequalification documents are to be collected in the Procurement unit, Plateau State University, Boko, from 9:00am on 7th June, 2018, after the payment of a non-refundable processing fee of N10,000 only per Lot, by following the steps below:

1. Contractors must have their Taxpayer identification Number (State TIN) from the Plateau State Internal Revenue Service (PSIRS) or any of its branches. Note: Contractors that already have their State Tin can proceed to stage 2.
2. Go to the Plateau State Internal Revenue Service or any of its branches and generate a bill with "Reference Number" which would be used to make payment at the bank, in favour of Plateau State University, Boko.

Note: While generating the E-bills/reference number at the Plateau State internal Revenue Service, contractor must clearly state the purpose of payment e.g. indicating which Lot.

Contractors should take the bill Reference number generated to the Bank to make Payment.

At the Bank, the platform to make payment is called E-bill platform after making the payment they would be given an evidence of payment at the bank which would be brought back to the University.

At the University, the Bursary generates a receipt for the contractors after confirmation of payment and documentation is finally done at the Accounts Unit of the Bursary.

PAYMENT OPTIONS

- Go to any Bank, and Present your Reference Number and indicate that you are making payment through E-billing platform.
- Go to your online banking platform, search for E-biller and make your payment using the E-bill/reference number generated at the Plateau State Internal Revenue Service.
- Kindly present the receipt of payment to the Procurement Unit of the University for the Collection of pre-qualification documents which must be completed and submitted **on or before 19th July, 2018.**

(4.0) SUBMISSION OF TECHNICAL/FINANCIAL DOCUMENTS:

Pre-qualification documents should be bound, packaged and enveloped in two (2) separate envelopes clearly mark "TECHNICAL BID" / "FINANCIAL BID", then both technical and financial bid should be enclosed in one enveloped; indicating the name of company, Lot, telephone number and address of the company which should be clearly written on the reverse side of the envelope. All documents are to be addressed to: The Head of Procurement unit, Plateau State University, Bokokos and submitted in the Tender box provided in the Procurement Office, **not later than 12.00 pm 19th July, 2018**

(5.0) OPENING OF TECHNICAL/FINANCIAL BIDS:

The pre-qualification documents will be opened **on 19th June, 2018 by 12:00 pm.** In the Senate Chambers. Plateau State University, Bokokos. Representatives of companies are invited to attend the meeting for the opening of the pre-qualification documents as stated above.

PLEASE NOTE THAT:

1. Submission of TECHNICAL/FINANCIAL documents to the Plateau State University, Bokokos is neither a commitment nor an obligation to award contract to any contractor or his agent.
2. The Plateau State University, Bokokos reserves the right to reject any or all documents submitted at any time prior to prequalification or acceptance if the above stated procedure is not followed.

3. The Plateau State University, Boko reserves the right to cancel the procurement proceedings at any stage in the public interest without incurring any liability to any firm.

“Arrange your pre-qualification documents for submission as it appears on the advert. Failure to comply with this will be grounds for outright disqualification”.

RAPHAEL C. RUME

HEAD OF PROCUREMENT