

Overview

EKITI STATE UNIVERSITY, ADO-EKITI

P.M.B. 5363, ADO-EKITI, NIGERIA

Website: www.eksu.edu.ng

INVITATION OF VENDORS/CONSULTANTS FOR FULL COMPUTERIZATION OF REGISTRY OPERATIONS EKITI STATE UNIVERSITY, ADO-EKITI

In compliance with the decision of the Governing Council of Ekiti State University, Ado-Ekiti, applications are hereby invited from suitably qualified Vendors/Consultants to apply as:

- (i) Vendors/Consultants to assess the requirements for full computerization of all operations in the Registry Department of the University. The computerization will involve staff and students' records as well as Council and Senate decisions.
- (ii) The Vendors/Consultants will supply the required Hardware, Software and ancillary materials needed for the computerization.
- (iii) Carry out installation of the Hardware, Software and ancillary equipment for the Computerization.
- (iv) Train the user-staff on operations of the installed Hardware and Software System for registry operations.
- (v) Perform periodic assessment of the Computerization of the Department and provision of post-Installation Services.

GENERAL REQUIREMENTS

Interested Vendors/Consultants are to submit the following compulsory and mandatory documents with their applications

- (i) Evidence of Registration with the Corporate Affairs Commission (CAC)
- (ii) Evidence of Valid Tax Clearance Certificate for the last three (3) years (2016-2019).

- (iii) Company Audited Accounts in the last three (3) years (2016-2019)
- (iv) A sworn affidavit that all documents submitted are genuine and verifiable
- (v) A sworn affidavit that none of its Partners has been convicted in any country for any criminal offence, including fraud or financial impropriety.
- (vi) A sworn affidavit indicating whether or not any current officer of Ekiti State University, Ado-Ekiti is a former or present Partner or has any pecuniary interest in the firm.
- (vii) Evidence of Registration for Value Added Tax and remittance.
- (viii) Evidence of Technical and Professional Staff strength with academic and professional qualifications of key personnel available for the job.
- (ix) Evidence of relevant verifiable experience on similar jobs in Nigerian Tertiary Institution in the last 5 years stating locations.
- (x) Reference letter from Bankers and copies of current bank statements.
- (ix) Evidence of registration with Ekiti State University, Ado-Ekiti.

METHOD OF APPLICATION

All applications in soft and hard copies are to be addressed to:

The Registrar & Secretary to Council.

Ekiti State University.

Ado-Ekiti

CLOSING DATE

Interested Vendors/Consultants should apply to the University within a period of four (4) weeks from the date of this publication. **(26, August, 2020)**

AKIN AROGUNDADE, ESQ.

REGISTRAR & SECRETARY TO COUNCIL

