

Overview

FEDERAL POLYTECHNIC, OKO

P.M.B 021, AGUATA, ANAMBRA STATE

INVITATION TENDER FOR YEAR 2019 CAPITAL PROJECT FEDERAL POLYTECHNIC, OKO

(A) INTRODUCTION

In compliance with the Public Procurement Act 2007, the Federal Polytechnic Oko, Anambra State hereby invites interested, competent and reputable companies with relevant experience and good track record of performance to submit technical and financial bid for the year 2019 Capital Project

(B) SCOPE OF WORK

Lot 1 Procurement and Installation of Mechanical Engineering Equipment

Lot 2 Construction of Lecture Block at Atani Campus.

(c) ELIGIBILITY REQUIREMENTS

To be eligible, potential bidders are required to submit all the under listed verifiable documents and must be arranged in the following order and numbered:

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7 (or CAC 1.1).
- (b) Evidence of Company income's Tax Clearance Certificate for the last three (3) years 2017.2018.2019 valid tin 31 December. 2020.
- (c) Evidence of current Pension Compliance Certificate Valid till 31 December. 2020.

- (d) Evidence of current Industrial Training Funds (ITF) Compliance Certificate valid till 31 December. 2020.
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITP) compliance certificate valid till 31 December, 2020.
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service providers by submission of Interim Registration Report (IRR) expiring on 31/12/2020 or valid Certificate issued by BPP
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Federal Polytechnic Oko. or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest In the bidder, that the company is not bankrupt, in receivership or under liquidation or involved in any litigation which can potentially affect the company's ability to effectively discharge their responsibility if engaged and to confirm that all information presented in its bid ore true and correct in ail particulars.
- (h) Company's Audited Account for the last three years- (2017, 2018 and 2019).
- (I) Evidence of Financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed.

1. Company's Audited Account for the last three years- (2017, 2018 and 2019).

- (J) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications like COREN, ARCON, CORBON etc.
- (k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects
- (l) Lot 2: List of Plants and Equipment with proof of Ownership/Lease,
- (m) Lot 1: For Supply of Equipment: Letter of Authorization as representatives of the Original Equipment Manufacturers (OEMs);
- (n) 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

Letter Head Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the pages, duly signed by the authorized officer of the firm

(D) COLLECTION OF TENDER DOCUMENTS

Interested bidders are to collect the Bidding Documents from the office of **the Director Procurement. Federal Polytechnic Oko, Anambra State** upon presentation of evidence of payment of a non- refundable Tender Fee of 10,000.00 (Ten Thousand Naira) only, paid into the Federal Polytechnic Oko Remita account in any reputable bank in Nigeria.

(E) SUBMISSION OF TENDERS

Prospective bidders are to submit their completed Technical and Financial bids packaged in separate sealed envelopes clearly marked "TECHNICAL BID" and "FINANCIAL BID" respectively and thereafter put the two separate sealed envelopes into one big envelope to be sealed and marked TECHNICAL AND FINANCIAL BIDS' stating the specific LOT No. on the top left hand corner of the outer big envelope and addressed to: **the Registrar Federal Polytechnic. Oko. P.M.B 021 Aguata, Anambra State**. The reversed side of the big sealed envelope should have the Name, Address, GSM No and Email address of the bidder. All bids are to be inserted into the Tender box kept in the office of the Director of Procurement at the main campus of the Federal Polytechnic Oko Anambra State not later than **12:00 noon on Monday 28 September, 2020**.

(F) OPENING OF TECHNICAL BIDS

Only the Technical bids will be opened immediately after the deadline for submission at **12:00 noon on Monday 28th September 2020** at the **Mass Communication Conference Hall Federal Polytechnic Oko. Anambra State**

(G) GENERAL INFORMATION:

(a) Submission of bid documents to the Federal Polytechnic Oko, Anambra State is neither a commitment nor an obligation to engage any contractor or his agent and non-submission of any of the above documents render the submission non-responsive

(b) This advertisement for Invitation to Tender should not be construed as a commitment on the part of the Federal Polytechnic Oko. Anambra State nor shall it entice any contractor to make any claims whatsoever or seek indemnity from the Federal Polytechnic Oko, Anambra State

- (c) The Polytechnic may verify any or all claims made by the applicants and shall disqualify any company whose claims are found to be false in addition to other sanctions that may be deemed necessary
- (d) All submission pages must be dully initiated by the company
- (e) Bidders who have worked for the Polytechnic and have any poor performance, abandonment, terminations and prolonged contracts executions period need not apply.
- (f) Bidders are excused from the bid opening, which will be attended by officials of private sector professional organisation and CSOs in the areas of anti-corruption/transparency. The event will be fully captured on video and can be provided to bidders on request.
- (g) Standard Bidding Documents can also be collected in Soft copies and Bidders can submit through Post (Courier Services)
- (h) Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders win be returned un-opened
- (i) Non-compliance to the instruction above will lead to automatic disqualification;
- (j) The Federal Polytechnic Oko is not bound to shortlist any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities in line with Section 28 of the Public Procurement Act. 2007.

SIGNED:

MANAGEMENT