

## NASARAWA STATE POLYTECHNIC, LAFIA

### OFFICE OF THE REGISTRAR

### INVITATION TENDER NASARAWA STATE POLYTECHNIC, LAFIA

In compliance with the Public Procurement Act 20X17, the Nasarawa State Polytechnic, Lafia, hereby invites reputedly, competent and registered contractors and suppliers with the capacity and experience for timely delivery of projects to tender for the following proposed year 2017 TETFund Zonal Intervention Projects.

Lot 1.	Construction of students' dignity project (lavatory)
Lot 2.	Procurement of 30-seater shuttle bus (coaches) for students' use

#### (1) SCOPE OF WORK

The Scope of work for the listed projects will be as contained in the tender document.

#### (2) PRE-QUALIFICATION REQUIREMENTS

Interested contractors are requested to submit all of the under-listed verifiable documents in Duplicate and fully signed and numbered.

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years **valid till 31 December, 2018;**
- (c) Evidence of current Pension Compliance Certificate **valid till 31 December, 2018;**
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate **valid till 31 December, 2018;**
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate **valid till 31 December, 2018;**

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2018 or valid Certificate issued by BPP.

(g) Sworn Affidavit;

disclosing whether or not any officer of the relevant committees of the Nasarawa State Polytechnic or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars; Sworn affidavit stating that none of the Directors has been Convicted in any Country for any Criminal offence relating to fraud or Financial impropriety or Criminal Misrepresentation of Falsification of acts relating to any Matter

(h) Company's Audited Accounts for the last three (3) years – 2015, 2016, 2017;

(i) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;

(j) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications (in case of construction: COREN, QSRBN, 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) List of Plants/Equipment with proof of Ownership/Lease (where applicable);

(m) Only companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for the vehicle

(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 Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

### **(3) COLLECTION OF BID DOCUMENTS**

Contractor shall be required to pay non-refundable fee of Ten Thousand Naira (N10,000:00) only in the Bank draft in favour of Nasarawa State Polytechnic, Lafia and Collect Receipt of

Payment from Revenue. Collection of Tender Document is at the office of Director Physical Planning. Nasarawa State Polytechnic, Lafia **from 8:00am to 4:00pm** each day, Monday to Friday by passing Presenting Payment Receipt collected from Revenue.

#### **(4) SUBMISSION OF BIDS**

The technical and financial bids should be parked in separate sealed envelope and clearly marked 'Technical Bid 'or' Financial Bid and specifying which Lot or Project is been vied for, the right top corner of the envelope and addressed to: The Rector Nasarawa State Polytechnis, P.M.B. Lafia Nasarawa State **not later than 12:00 noon on Monday 17 September, 2018**

#### **(5) BID OPENING (PRE-QUALIFICATION)**

Only the Technical Bid will be opened immediately after the close of submission **by 12:00 noon on Monday 17 September, 2018**. The opening of financial bids will only be for those whose technical bids evaluation are successful and will take place one week after the opening of the Technical bids. At the Board room of Nasarawa State Polytechnic, old Admin Block Representative of the Bidders are by this advertisement invited to witness the pre-qualification opening process.

#### **(6) NOTE:**

(i) Late submission and unsigned documents will be rejected, and each page of bid document must be duly signed by the contractor.

(ii) Pre-qualification should not be construed to be commitment on the part of the Polytechnic for contract award or right for the bidder to make clams, whatsoever and seek indemnity from Polytechnic by virtue of responding to this advertisement.

(iii) Contactors are advised to page their pre-qualification Documents.

(iv) For further inquiries contact the Physical planning unit of the Polytechnic.

**SIGNED:**

**AG, REGISTRAR**