

ISAAC JASPER BORO

COLLEGE OF EDUCATION SAGBAMA

P.M.B. 74 SAGBAMA

SAGBAMA, BAYELSA STATE

INVITATION TO FOR EXPRESSION OF INTEREST FOR YEAR 2016, 2017, 2018 (MERGED) TETFUND ICT SUPPORT PROJECTS COLLEGE OF EDUCATION SAGBAMA

(1) INTRODUCTION

The Isaac Jasper Bora college of Education. Sagbama is desirous of embarking on the under-listed 2016, 2017, 2018(Merged) TETFUND ICT Support Normal Intervention Projects. Consequently, Interested and experienced contractors are invited for Tendering in the following

(2) LIST/DESCRIPTION OF PROJECTS

S/NO/LOT NO	DESCRIPTION	PROJECT REFERENCE NO
Lot 1	Staff Training on ICDL for Staff	TETF/COE/IJBCOE/ICTS/P1
Lot 2	Website Development	TETF/COE/IJBCOE/ICTS/P2

(3) ELIGIBILITY REQUIREMENTS

- (i) Evidence of certificate of incorporation issued by the Corporate Affairs Commission (CAC) Including Forms CAC2 and CAC7 or Business Name:
- (ii) Evidence of Company Income's Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners) for the last three (3) years valid till 31 December. 2019:
- (iii) Evidence of current Pension Compliance Certificate valid till 31 December, 3019;
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid tilt 31 December, 2019,

- (v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December, 2019;
- (vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by Submission of interim Registration Report (IRR) expiring on 31/1/2020 or valid Certificate issued by BPP.
- (vii) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Isaac Jasper Boro College of Education, Sagbama 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 ail particulars;
- (viii) Company's Audited Accounts for the last three (3) years 2016, 2017,2018;
- (ix) 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:
- (x) Evidence Of registration with Computer Professionals of Nigeria (CPN) and National Information Technology Development Agency (NITDA)
- (xi) Evidence of registration and/or affiliation with International Computer Driving License (ICDL) organization (Lot 1 Only),
- (xii) Company's profiles with at least (3) ICDL certified trainers with certificates (Lot 1 only)
- (xiii) Evidence of registration with Centre for Management Development (CMD) (Lot 1);
- (xiv) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Job Completion Certificates and Photographs of the projects;
- (xv) 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.

(4) SUBMISSION OF EOI DOCUMENTS

Prospective bidders are to submit for each of the desired Lot, one (1) hard copy of the EOI in a sealed envelope clearly marked "EOI" with the Lot number and title. The envelope should be addressed to "Provost, Isaac Jasper Bora College of Education,

Sagbama” with the name and phone number of the Bidder on the reverse side of the envelope, as well as the Lot number and title on the main side of the envelope. Bidders are required to submit on or before **12:00 noon on Monday, 3 February 2020**

(5) OPENING OF EOI DOCUMENTS

All submitted EOI documents will be opened immediately after the deadline for submission at **12:00 noon, Monday 3 February 2020** in the College Council Chambers. Bidders and their representatives are invited to witness the opening. (6) General Information

- (a) Eoi must be in English Language and signed by an official authorised by the bidder;
- (b) Eoi submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid for more than one (1) Lot;
- (d) All costs will be borne by the bidders;
- (e) Only the shortlisted bidders at EOI’s evaluation will be contacted at a later date for collection of Request for Proposals;
- (f) The Polytechnic is not bound to shortlist any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.

**SIGNED,
REGISTRAR**