

FEDERAL COLLEGE OF EDUCATION, OKENE

INVITATION TO PRE-QUALIFICATION AND TENDER FOR YEARS 2014 AND 2015 (MERGED) TERTIARY EDUCATION TRUST FUND INTERVENTION IN LIBRARY DEVELOPMENT IN THE FEDERAL COLLEGE OF EDUCATION, OKENE, KOGI STATE

Qualified, experienced and competent Companies/Firms are hereby invited to the Pre-qualification and Tender of the under listed projects at the Federal College of Education, Okene.

(A) YEARS 2014 AND 2015 (MERGED) TERTIARY EDUCATION TRUST FUND INTERVENTION IN LIBRARY DEVELOPMENT

PROJECTS NO	PROJECT TITLE	TENDER FEE(W)
Lot 1	Procurement of various titles of books and journals.	25,000.00
Lot 2	Procurement of Library software/subscriptions, Generator, CCTV, Air Conditioners, Solar Panels, Inverters and .batteries.	25,000.00
Lot 3	Procurement of Library Furniture	10,000.00
Lot4	Procurement of Bindery and Printing Equipment.	5,000.00

(B) PRE-QUALIFICATION REQUIREMENTS

To be considered, potential companies are required to submit all the under listed verifiable documents

- (i) Evidence of registration with the Corporate Affairs Commission (CAC).
- (ii) Corporate profile, to include a list of the Company's Management and Technical Staff, their curriculum vitae and copies of their credentials, including qualifications, and year(s) of cognate experience.
- (iii) Evidence of payment of Tax/Tax Clearance Certificate for the last three years (2014, 2015 and 2016).
- (iv) Copy of VAT registration and evidence of past VAT remittances of completed projects in the last three years (2014, 2015 and 2016).

(v) Verifiable evidence of similar projects or procurement (as applicable) successfully executed within the last five years, including types, cost, location, Letters of Award and Certificates of practical completion.

(vi) Copies of Company's Audited Statement of Account for the last three years 2014-2016 duly stamped by a registered Auditor. It is expected that the turn over for the period is not less than N30 million Naira

(vii) Irrefutable/Concrete evidence of financial capability to execute and Complete the project/Bank reference and Original Bank Statement of the past twelve (12) months, showing credit balance of not less than N30 million for Lots 1&2 and N5 million for Lots 3&4. OR Bank commitment to the afore stated amounts. (verifiable).

(viii) Certificate of compliance with the amended Industrial Training Fund Act 2011, issued by the ITF and stated to be valid up to 31st December, 2017.

(ix) Certificate of compliance with the provision of the new Pension Reform Act 2014, issued by the National Pension Commission (PENCOM) and stated to be valid up to 31st December, 2017.

(x) Company's registered address, functional contact address, GSM phone numbers and e-mail address.

(xi) A sworn affidavit by a Director certifying that:

(a) The documents submitted for the pre-qualification exercise are not only genuine but correct.

(b) The Company is not bankrupt.

(c) None of the Director of the Company had ever been convicted by any court of law.

(xii) A letter authorizing the Federal College of Education, Okene to verify any/all of the documents submitted with the appropriate issuing bodies.

(C) General Information

(i) All pre-qualification documents should have table of contents, neatly bound, and each chapter separated by dividers, (i-xii)

(ii) **Scoring format and eligibility** criteria: In order to qualify for consideration for the financial bid, a Company must not score less than 70% on the pre-qualification criteria. Pre-qualification exercise consists of two stages- Responsive and scoring. A company must meet the responsive criteria to qualify for the scoring stage and eventual pre-qualification.

COLLECTION OF BIDDING FORM

The bidding documents are to be collected from the office of the College Librarian between the hours of **10.30 a.m. and 4.00 p.m. daily, Mondays to Fridays** upon the presentation of the evidence of payment of the appropriate non-refundable Tender fee.

(E) SUBMISSION OF TENDER

Interested bidders are expected to put the technical bid in separate sealed envelope and financial bid in another sealed envelope with each envelope distinctively labelled to indicate the nature, while the two envelopes should be put in a bigger sealed envelope indicating Company's name, particulars and name of the projects in line with the three envelopes system of tendering. Envelope for each project should be clearly marked as may be applicable **YEARS 2014 AND 2015 (MERGED) TERTIARY EDUCATION TRUST FUND INTERVENTION IN LIBRARY DEVELOPMENT LOT.....** It should be forwarded to the Secretary, Procurement Planning Committee, Administrative Building, the **Federal College of Education, Okene, Kogi State not later than 12 noon, on the closing date, being 10th June, 2017.**

(F) CLOSING DATE

Submission of Tender closes on **10th June, 2017 at 12 noon.** Any Tender received after this stated date and time will not be considered. Duly submitted Tenders shall be opened same day immediately after the stated closing time in the Council Chamber of the Administrative Building of the College.

Please note that:

- All documents submitted will be verified with the appropriate issuing bodies. Arrangement of documents should follow the order in the list above, appropriately numbered. Each parcel should have a table of contents indicating the pages or folios in which these items are to be found.
- Only the pre-qualification bid documents will be opened on the bid opening day and only pre-qualified bidders will be invited for financial bid opening, while unsuccessful bidders will have their financial bids returned unopened.
- The Federal College of Education, Okene is neither committed nor obliged to shortlist any contractor or to award the contract to any contractor or agent.

- The Federal College of Education, Okene reserves the right to reject any or all pre-qualification packages. The College will deal only with authorized officers of the Tendering Companies and not through individuals or agents acting on their behalf.
- No company shall submit documents for more than ONE LOT. Any Company that submits more than one lot on this advertisement will have her submissions rejected.
- Any bidder that encloses technical and or financial bid of more than one lot in a single envelope will have his bid rejected.
- The College is not bound to award more than one contract to the same contractor.

Signed Secretary,

Procurement Planning Committee