

# INVITATION TO PRE-QUALIFICATION/TENDER FOR 2018 CAPITAL PROJECTS FEDERAL COLLEGE OF EDUCATION, OKENE

## (A) INTRODUCTION

Qualified, experienced and competent Companies/Firms are invited for pre-qualification and Tender for the under listed projects at the Federal College of Education, Okene

A	PROJECTS	TENDER FEE
LOT 1	Construction and Furnishing of an Administrative Block.	N10,000.00
LOT 2	Construction and Furnishing of Hostel Block	N10,000.00

## (B) ELIGIBILITY/MANDATORY PRE-QUALIFICATION REQUIREMENTS

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

### RESPONSIVE CRITERIA (1-9)

- (1) Evidence of registration with the Corporate Affairs Commission (CAC) as a Building/Civil Engineering Construction Company.
- (2) Company Tax Clearance Certificate for the last three years (2015, 2016 2017).
- (3) Copies of company's Audited Statement of Account duly stamped and sealed for the last three years (2015, 2016, and 2017).
- (4) Certificate of compliance with the amended Industrial Training Fund Act 2011, issued by the ITF and stated to be valid up to 31st December, 2018.
- (5) 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, 2018.
- (6) A sworn affidavit by a director certifying that:
  - (a) The documents submitted for pre-qualification exercise are not only genuine but correct.
  - (a) The company is not bankrupt.
  - (b) None of the directors of the company had ever been convicted by any court of law.

- (7) A letter authorizing the Federal College of Education, Okene to verify any/all of the documents submitted with the appropriate issuing bodies.
- (8) Evidence of up to date Data base of BPP by inclusion of Interim Registration (IRR) issued by the Bureau of Public Procurement Expiring by January, 2019.
- (9) Evidence of Current Nigeria Social Insurance Trust Fund (NSITF) compliance certified valid till 31st December, 2018.
- (10) VAT registration and evidence of past VAT remittances of Completed projects in the last three years (2015, 2016 and 2017).
- (11) Evidence of compliance with special control unit against money laundering (SCUML).
- (12) Evidence of registration with financial reporting Council of Nigeria.
- (13) Detailed company's profile with, curriculum vitae of key Officers/ professional personnel to be deployed for the project including photocopies Relevant professional/technical certificates. Evidence of Registration of Professional/technical staff with professional bodies such as, COREN, ARCON, CORBON, NIQS etc as applicable and current annual practicing license (Personnel).
- (14) Verifiable documentary evidence of three (3) to five (5) similar projects successfully executed within the last five years location, letters of Award and Certificate of Completion (relevant to the letters of award provided or presented) and photographs of the projects.
- (15) Irrefutable/concrete evidence of financial capability to execute and complete the project. Including reference letter from a reputable bank indicating willingness to provide credit facility for the execution of the project when needed.
- (16) List of plants/equipment with proof of ownership/lease (where applicable).
- (17) All bidders' letter head must bear the Names and Nationalities of the Directors of the company at the bottom of their letter head. Company's registered address; functional contact address, GSM phone numbers and e-mail address must be contained in the letter head also.
- (18) Evidence of up to date annual return with CAC.

**(C) GENERAL INFORMATION**

- (1) All documents should have table of contents, neatly bound in the order as above.

(2) Prequalification exercise consists of two stages- Responsive and scoring. A company must meet all the responsive criteria (which carries no score) to qualify for the scoring stage and eventual prequalification.

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.

(3) Please note that:

(a) All documents submitted will be verified with the appropriate issuing bodies.

(b) Only the pre-qualification bid documents will be opened on the bid opening day and only pre-qualified bidders thereafter will be invited for financial bid opening, while unsuccessful bidders will have their financial bids returned unopened.

(c) 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.

(d) The Federal College of Education, Okene reserves the right to reject any or all pre-qualifications packages.

(e) The College will deal only with authorized officers of the Tendering Companies and not through individuals or agents acting on their behalf.

(f) No company shall submit documents for more than one lot.

(g) Any bidder that encloses technical and financial bid of more than one lot in a single envelope will have his bid rejected.

(h) Federal College of Education, Okene is not bound to pre-qualify 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.

#### **(D) COLLECTION OF BIDDING FORM**

The bidding documents are to be collected from the office of the Director of Works and Services 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 DOCUMENT**

Pre-qualification Tender documents shall be enclosed in a sealed envelope marked and specified at the top left "CONFIDENTIAL" AND INDICATE WHAT YOU APPLIED FOR, and be addressed to:

**THE SECRETARY,**

**PROCUREMENT PLANNING COMMITTEE,**

**FEDERAL COLLEGE OF EDUCATION,**

**P.M.B. 1026,**

**OKENE, KOGI STATE.**

(F) Pre-qualification documents must be submitted **not later than six weeks from the date of this publication (26 November, 2018.)**