

## Overview

**FEDERAL NEURO-PSYCHIATRIC HOSPITAL,**

**P.M.B. 1322, BAGA ROAD, MAIDUGURI, BORNO STATE.**

**INVITATION TO PRE-QUALIFY AND TENDER FOR THE 2021 CAPITAL DEVELOPMENT FUND PROJECTS FEDERAL NEURO-PSYCHIATRIC HOSPITAL, MAIDUGURI.**

### **(1) INTRODUCTION**

The Federal Neuro-Psychiatric Hospital, Maiduguri (FNPH, Maiduguri), in implementation of her 2021 Capital Projects and in compliance with the Public Procurement Act, 2007, hereby invites all interested, qualified and reputable contractors with relevant experience and track record to submit pre-qualification and tender for the following Goods, Works, and Services:

### **SCOPE OF GOODS/SUPPLIES**

<b>LOT NO.</b>	<b>PROJECT DESCRIPTION</b>
Lot 1	Procurement of Transcranial Magnetic Stimulation Machine
Lot 2	Procurement & Installation of 1no Digital X-Ray Machine

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Lot 3	Refurbishing & Digitalization of Malfunctioned GE Analogue X-Ray Machine
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Lot 4	Installation of Intercom in the Hospital
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### **CATEGORY B: PROCUREMENT OF WORKS**

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<b>LOT NO.</b>	<b>PROJECT TITLE</b>
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Lot 5	Construction, Procurement & Installation of Pharmacy Compounding Laboratory
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Lot 6	Rehabilitation & Upgrading of Occupational Therapy Department
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### **(3) ELIGIBILITY REQUIREMENTS**

- (i) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;
- (ii) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31 December, 2021;
- (iii) Evidence of current Pension Compliance Certificate valid till 31 December, 2021;
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31 December, 2021;
- (v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31 December 2021;

(vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by BPP;

(vii) Company Audited Accounts for the last three (3) years (2018, 2019 and 2020);

(viii) Sworn Affidavit:

– disclosing whether or not any officer of the relevant Committees of the Federal Neuro-Psychiatric Hospital, Maiduguri 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;

– that none of the Directors of the company has ever been convicted by any Court of Law;

– that the Company is not bankrupt or a party to liquidation proceedings in any court of Law;

(ix) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Award, Valuation Certificates, Completion- Certificates and Photographs of the projects.

(x) Evidence of financial capacity of the Company 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;

(xi) Company's profile with the Curriculum Vitae of key Staff to be deployed for the project including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON etc.;

(xii) Letter of Authorization from the Original Equipment Manufacturers (OEM) listed in the Approved Policy for Procurement of Health and Medical Equipment for Tertiary Hospital in Nigeria, for Lots 1-3;

(xiii) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);

(xiv) All documents for submission must be transmitted with a covering/ Forwarding letter under the Company/Firm's Letter Head Paper bearing among others, the Registration Number (RC), Contact Address, Telephone Number (Preferably GSM) 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 page duly signed by authorized officer of the company.

#### **(4) COLLECTION OF TENDER DOCUMENTS**

The Tender documents are to be collected from Procurement Office, FNPH, Maiduguri, between the working hours of 8:30 am and 4:00pm daily upon the payment of non- refundable Tender Fee of N 10,000.00 per Lot into Federal Neuro-Psychiatric Hospital, Maiduguri's Tender REMITA's Account in any reputable commercial bank in Nigeria and presentation of the copy of Hospital's receipt. The photocopy of the receipt should be attached to the Tender Documents.

The Teller for the payment should be converted to Hospital Receipt at the Finance & Accounts Department of the Federal Neuro-psychiatric Hospital, Maiduguri.

#### **(5) SUBMISSION OF TENDER DOCUMENTS**

Completed Tender documents should be two Hard copies (Marked "Original" & 'Copy") each for both Technical & Financial Bids with Soft copy of Financial bid only in MS Excel Format, packaged in two separated sealed envelopes clearly marked at the top right corner of each envelope stating the title of the project i.e. "TECHNICAL BIDS FOR LOT 1:" & "FINANCIAL BID FOR LOT 1:" and at the reverse side the name of the company should boldly be written. Both envelopes shall then be put in a large envelope clearly marked at the top right corner stating the title of the project and the name and address of the company at the reverse side and be left in the appropriate Tender Box at Old Board Room, Administrative Block, to be addressed to:

The Medical Director,

Federal Neuro-psychiatric Hospital,

P.M.B. 1322, Baga Road, Maiduguri, Borno State.

The submission should be made not later than **12:00 noon on Monday 24 May, 2021**. Submissions that do not meet up with the above requirements shall be returned un-opened. Please make sure you sign Bid Submission Register at Procurement Office, Federal Neuro-psychiatric Hospital, Maiduguri, as the Hospital will not be responsible for misplaced or wrongly submitted Bids.

**(6) OPENING OF TECHNICAL BIDS**

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon on Monday, 24 May, 2021** at the Hospital's Old Board Room, Administrative Block.

**(7) GENERAL INFORMATION**

- (a) Bids must be in English Language and duly signed by official authorized by the bidder;
- (b) Bidders should not bid for more than one (1) Lot;
- (c) This publication is for information purpose only and does not constitute an offer by the Hospital to transact with any party for the project, nor does it constitute a commitment or an obligation on the part of the Hospital to award the contract to any contractor or agent.
- (d) Presence of bidders/representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording with the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency and shall be made available to bidders upon request;
- (e) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (f) 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 will be returned un-opened;

(g) The Federal Neuropsychiatric Hospital, Maiduguri, is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liability in accordance with Section 28 of the Public Procurement Act 2007.

**SIGNED**

**MEDICAL DIRECTOR**