

## Overview

**ALEX EKWUEME FEDERAL UNIVERSITY NDUFU –**

**P.M.B.1010, ABAKALIKI, EBONYI STATE**

**(OFFICE OF THE REGISTRAR/SECRETARY TO COUNCIL)**

**INVITATION TO TENDER EXPRESSION OF INTEREST FOR YEAR 2020 CAPITAL PROJECT YEAR 2017 TO 2019 (MERGED) TETFUND ENTREPRENEURSHIP TETFUND ZONAL INTERVENTION PROJECT, PROJECT MAINTENANCE INTERVENTION AND INSURANCE SUPPORT ALEX EKWUEME FEDERAL UNIVERSITY NDUFU –**

### **(1) INTRODUCTION**

Alex Ekwueme Federal University Ndufu-Alike (AE-FUNAI) wishes to undertake the procurement of various Works and Services under the Year 2020 Capita budget, Year 2017, 2018 and 2019 (Merged) Tetfund) Tetfund Entrepreneurship and project maintenance intervention.

### **(2) SCOPE OF PROJECTS**

In compliance with the Public Procurement Act 2007, Alex Ekwueme Federal University Ndufu-Alike (AE-FUNAI) invites interested, experienced and competent contractors and consultant; to submit prequalification and expression of interest documents for the following projects:

**LOT NO**

**PROJECT DESCRIPTION**

## WORKS

Lot 1 Proposed Construction and Furnishing of Textile Development Centre (Department of Fine and Applied Art)

Lot 2 Construction of internal Road

Lot 3 Construction of Convocation Arena and Perimeter Fencing

Lot 4 Proposed Renovation of ICT Building

## SERVICES

Lot 5 Insurance Services of some of the University Facilities

### (3) ELIGIBILITY REQUIREMENTS

- (a) Evidence of Certificate of Incorporation with 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<sup>st</sup> December, 2020;
- (c) Evidence of Current Pension Compliance Certificate valid till 31<sup>st</sup> December, 2020;

- (d) Evidence of Current industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December, 2020;
- (e) Evidence of Current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup> December, 2020;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 30 June, 2020 or valid Certificate issued by BPP.
- (g) Sworn affidavit disclosing whether or not any officer of the relevant the Bureau of Public Procurement is 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;
- (h) Company's Audited Account for the last three (3) years (2017, 2018, and 2019) duly stamped.
- (i) 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;
- (j) Company's 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 (Lot 1,2,3 and 4): COREN, QSRBN, ARCON, CORBON etc.;
- (k) Lot 5: Evidence of current Certification issued by NAICOM;
- (l) Verifiable documentary evidence of having successfully carried out at least from recognized Government or other reputable Agencies, Valuation Certificate, Job Completion Certificates and photograph of the projects, Note that the jobs must be similar in value and content.
- (m) List of Plants/Equipment with proof of ownership/Lease (where Applicable);
- (n) All document for submission must be transmitted with a Covering /Forwarding letter under the Company/Firm's Letter headed 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 Director of the Company at the bottom of the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized officer of the firm;

The documents should follow the order listed a-m above with the cover letter (n) at the top and separated using coloured labeled separators. Each parcel should have a table of content indicating the pages on which these items are to be found.

#### (4) COLLECTION OF DOCUMENTS

Collection of Bid for the Invitation to tender (Lot 1, 2, 3 and 4)

(i) Interested companies are to collect the Standard Document (SBD) on the desired lots from the office of the Director, Physical Planning Works and services, Alex Ekwueme Federal University, Ndufu Alike, Ebonyi State on evidence of a non-refundable fee of N10,000.00 per Lot paid into Alex Ekwueme Federal University, Ndufu Alike, Remita Account in any commercial Bank.

(ii) For Lot 5(Expression of Interest), the requirement in (i) above is not applicable

#### (5) SUBMISSION OF DOCUMENTS (LOT 1, 2, 3, and 4)

Prospective bidders are to submit pre-qualification document for each of the Lots desired: two (2) hard copies each of the technical and Financial bids packaged in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid" Thereafter put the two sealed envelopes together in a bigger envelope and addressed to the Vice-Chancellor Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI), and clearly marked with (the name of the project and Lot number) Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box at the Registrar's office, 2<sup>nd</sup> Floor, Administrative Building (G.O Chukwu Block) Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI), not later than 12:00noon, Wednesday 13 May, 2020.

#### (6) SUBMISSION OF EOI DOCUMENT (LOT 5)

Interested firms are to submit two(2) bound of Expression of interest(EOI) documents separated by dividers and arranged as indicated in the eligibility criteria. The documents should be submitted in a sealed envelope and addressed to. The Vice-Chancellor, Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI), and clearly marked with (the name of the project and Lot number). Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at the Registrar's office, 2<sup>nd</sup> floor, Administrative Building (G.O Chukwu Block) Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI), **not later than 12:00noon, Wednesday 13 May, 2020.**

#### (7) OPENING OF EOI DOCUMENTS AND TECHNICAL BIDS

The EOI and technical bids will be opened immediately after the deadlines for submission at **12:00noon, Wednesday 13 May, 2020** in the Needs Assessment Hall, Alex Ekwueme Federal University, Ndufu Alike in the presence of bidders or their representative, While the Financial bids for Lots 1, 2, 3 and 4 will be kept unopened. Please, ensure that you sign the Bid Submission Registrar in the office of the Registrar, 2<sup>nd</sup> floor, Administrative Building (G.O Chukwu Block) Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI), as Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI) will not be held table for misplaced or wrongly submitted bids Relevant Professional Bodies, Civil Societies Organizations (CSO) and the general public are also invited to witness the bids opening exercise.

#### (8) GENERAL INFORMATION

- (i) Bid must be its English language and signed by an official authorized by the bidder;
- (ii) Bids submitted after the deadline for submission would be returned un-opened;
- (iii) All costs will be borne by the bidders
- (iv) Lots 1,2,3 and 4 Only the pre-qualified bidders will be contacted at a later date for financial bids opening of the financial bids of un-successful bidder will be returned un-opened
- (v) Lot 5 Only shortlisted firms will be invited at a later date for collection of Request for Proposals;

(vi) Alex Ekwueme Federal University, Ndufu Alike (AE-FUNAI) is not bound with prequalify any bidder and reserves the right to annul the Procurement process at time without incurring any liabilities in accordance with section 28 of the Public Procurement Act 2007.

**SIGNED:**

**ODISA C.OKEKE (MRS)**

**REGISTRAR**