

Overview

FEDERAL COLLEGE OF EDUCATION (TECHNICAL) GOMBE

INVITATION TO TENDER FEDERAL COLLEGE OF EDUCATION (TECHNICAL) GOMBE

(1) INTRODUCTION

The Federal College of Education (Technical) is a beneficiary of year 2020 capital appropriation of the Federal Government of Nigeria, Part of the Capital appropriation is an allocation of a Proposed Procurement of one (1) SUV and Two (2) Utility Motor Vehicles in view of this and in line with Public Procurement Act 2007 the College hereby invites interested competent and reputable companies/firms for prequalification and tender submission in respect of the following projects:

Lot 1: Proposed Procurement of 1Nr. Sport \utility \vehicle \ (SUV) and 2Nr Utility Motor Vehicles.

(2) ELIGIBILITY REQUIREMENTS

Interested bidders shall enclosed in their submission a clear colored photocopy or scanned colored copy of items 2(i) to item 2(vii) and also item 2(ix) and 2(xv) below. Bidders shall also provide additional three (3) stapled set of colored photocopy or scanned colored copy of the same items 2 (i-vii, and ix and xv) stated below:

- (i) Evidence of certificate of incorporation with the Corporate Affairs Commission which shall include form CAC2 and CAC7 (Only a Limited Liability Company)
- (ii) Recent Tax Clearance Certificate for the last three (3) years 2017, 2018 and 2019 (expiring 31st December, 2020).
- (iii) Recent /current Certificate of Compliance with National Pension Commission (PenCom) amended PenCom Reform Act 2014 (expiring 31st December, 2020)
- (iv) Recent/Current Certificate of Compliance with Industrial Training Fund (ITF) in line with the provision of ITF Act 2005 (expiring 31st December, 2020)

(v) Evidence of Registration with Bureau for Public Procurement (BPP) by attaching the most recently updated interim Registration Report (IRR) expiring on 30th June 2020 or valid Certificate issued by the BPP.

(vi) Evidence of Certificate of Compliance with Nigeria Social Insurance Trust Fund (NSITF) expiring 31st December, 2020.

(vii) A Sworn Affidavit:

- Disclosing whether or not any officer of the relevant committees of the Federal College of Education (Technical), Gombe 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 a Directors of a company or Shareholder has ever been convicted in any country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any mater;
- That the Company is not in receivership or bankrupt;

(viii) Duly stamped and sealed of Unabridged Company Audited Account showing annual turnover of the Company in the recent three (3) years 2017, 2018 and 2019 with name, office address, Phone Numbers and valid e-mail address of the Auditors. The average annual turnover of the company, which shall not be less than the amount, specified in the standard Bidding Documents (SBD) for each Lot/project.

(ix) Each company shall present the original copy in their submission of a verifiable evidence of Bank Reference letter from a reputable Bank indicating availability of credit facilities/banking support/line of credit.

(x) Evidence of filing of company Annual return for the proceeding three years (2017, 2018, and 2019) with Corporate Affairs Commission (CAC) by inclusion of an acknowledged letter from the CAC.

(xi) Only companies included in the National Automotive Design and Development Councils approved list of local manufacturers of vehicles or their authorized representatives should bid for the vehicles.

(xii) At least three (3) relevant experience of a Vendor with evidence of execution of similar project in the last Five (5) years. (this should include letters of award and practical completion certificate. Provide valid e-mail address and phone numbers of the institution where the project claimed was executed.

(xiii) Warranty and after sales cover and the duly signed letter of assurance provision of genuine Nigerian custom duty are mandatory for all the vehicles.

(xiv) All bids, both technical and financial shall be accompanied/forwarded on a duly signed company's letter head paper and that the letter head paper must bear the company's registration number (RC) issued by Corporate Affairs Commission with contact telephone numbers, valid e-mail address and Official Company address (through which all important correspondence can be made). The letterhead must also bear the name and nationalities of the Directors of the company at the bottom of the page.

(xv) A written letter of authority from a company through their legal adviser to the College to verify all documents submitted with relevant agencies/ persons.

(3) COLLECTION BID DOCUMENTS

All interested and competent bidders are requested to collect bid documents from the office of the Head of Procurement/Secretary Tenders Board, Federal College of Education (Technical), Gombe upon presentation of evidence of payment of non-refundable tender fees of N10,000.00 only through a Remita platform payment system.

(4) SUBMISSION OF BIDS DOCUMENTS

Prospective bidders shall submit bid for a particular lot desired in Two (2) hard copies of each of the Technical and Financial Bids. Two (2) hard copies of Technical in one same envelope each marked 'Original' and 'Copy' and Two hard copies of Financial in one same envelope each marked 'Original' and 'Copy' The Two separate envelopes (Technical and Financial) are put in one bid/large common envelope and marked appropriately. In addition, a soft copy of the completed financial tender in MS Excel format (from a blank soft copy to be obtained) is required to be enclosed within the submission using small well labelled envelope (the soft copy to be written in both one CD ROM and one Flash Drive). The common Financial/Tender Documents for "Stating the Name indicate the company's name telephone number and the mailing address at the reverse side of envelope and address to:

The Office of the Secretary Tenders Board,

Procurement Department,

New Administrative Block

Federal College of Education (Technical)

Ashaka Road, P.M.B 60, Gombe, Gombe State.

All completed bid documents must be submitted on or before **12:00pm on Monday, 22 June, 2020** at office of The Secretary Tender's Board, Procurement Department, FCE

(T) Gombe, Gombe State. Please ensure that you sign the Bid Submission Register in the above named office, as the College will not be held liable for misplaced or wrongful submitted Bid. For further enquiries, please contact the Head of Procurement on any of the following e-mail address: ghmbadar2015@gmail.com , and or eamalete@yahoo.com and GSM No.: +234037872341, and or +2348029629669

(5) OPENING OF TECHNICAL BIDS

All Technical/Prequalification Documents would be opened immediately after the deadline for submission at 12:00pm on Monday, 22 June, 2020 in the College. Academic Board Room of the New Administrative Block, Companies or their representatives, civil societies, NGOs. Professional Bodies and members of the general public are invited to witness the opening exercise.

(6) PLEASE NOTE:

The use of 'Must' and 'Shall' requirement in this advertisement must be observed failure to adhere to would lead to an automatic disqualification.

Time is of essence in all the above procurement

The College shall carry out post qualification (Due diligence) on all the claims made. In the process, all original documents including those whose copy are requested above may be required for sighting and the College, without hesitation can disqualify any company whose claims are found to be doubtful, false or misleading.

Bidders who have worked for the College and have a history of poor, or none performance abandonment, termination and or prolonged contract execution period without any reason need not apply.

All submission pages must be duly initialed or signed by the bidder.

All expenses incurred associated with the preparation of the bids documents shall be borne by the prospective bidder.

The documents should be arranged and submitted neatly.

None compliance to the instruction may lead to outright disqualification.

The College reserves the right to reject any, or all of the Prequalification submissions that appears questionable or doubly.

This invitation to bid shall not be construed to be commitment on the part of Federal College of Education (Technical) Gombe nor shall it be entitle any company to make any claims whatsoever and seek indemnity from the College by virtue of having responded to the advertisement.

SIGNED:

THE PROVOST,

FEDERAL COLLEGE OF EDUCATION (TECHNICAL) GOMBE

ASHAKE ROAD, P.M.B 60 GOMBE,

GOMBE STATE.