

Overview

FEDERAL NEUROPSYCHIATRIC HOSPITAL ENUGU

ITUKU STREET, UPPER CHIME NEW HAVEN ENUGU, ENUGU STATE

INVITATION TO TENDER FOR 2020 CAPITAL PROJECTS FEDERAL NEUROPSYCHIATRIC HOSPITAL ENUGU

(1) INTRODUCTION

To achieve the vision of Federal Neuropsychiatric Hospital, Enugu in the provision of effective and efficient mental healthcare delivery in South east Nigeria and its environs, in compliance with the requirements of the Public Procurement Act 2007 and extant regulations of Government on the Procurement of Goods, Works and Services. Federal Neuropsychiatric Hospital, Enugu hereby invites reputable companies with proven experience to undertake the under listed 2020 Capital Projects.

(2) CATEGORY OF WORKS/SUPPLIES

Lot 1 Construction and furnishing of X-ray complex with installation of CT Scanner at Federal Neuropsychiatric Hospital, Enugu.

Lot 2 Equipping of multipurpose hall at Federal Neuropsychiatric Hospital, Enugu.

(3) ELIGIBILITY REQUIREMENTS

(i) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC 2&7;

(ii) Evidence of Pension Compliance Certificate valid till 31st December, 2020;

(iii) Evidence of current Tax Clearance Certificates for the last three (3) years (2017, 2018 and 2019) valid till 31 December, 2020;

(iv) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2020;

(v) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2020

(vi) Evidence of registration on the National Database of Federal Contractors, Suppliers and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2020 or valid certificate issued by BPP.

(vii) A Sworn Affidavit:

- That none of the Directors of the company has been convicted in any court of law for criminal offence involving financial impropriety;
- Disclosing whether or not any officer of the relevant committees of the Federal Neuropsychiatric Hospital, Enugu 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;
- The company is not in receivership, insolvency or bankruptcy.

(viii) Company's profile with Curriculum vitae of key staff and copies of professional qualifications such as COREN, QSRBN, CORBON, ARCON etc.

(ix) List of Plants/Equipment with proof of Ownership/Lease where applicable.

(x) Evidence of at least three (3) similar jobs executed in the past five (5) years including award letters and valuation/job completion certificates and photographs of the projects.

- (xi) 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.
- (xii) Company's Audited Accounts for the last three (3) years (2017, 2018 and 2019) duly stamped by a reputable audit firm.
- (xiii) Letter of Authorization from the Original Equipment Manufacturers listed in the Approved Policy for Procurement of Health and Medical Equipment for Tertiary Hospitals in Nigeria, for bidders of Lot 1;
- (xiv) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each joint venture partner)
- (xv) All documents for submission must be transmitted with a covering/forwarding letter under the company/firm letter headed paper bearing amongst others the registration number (RC) as issued by the Corporate Affairs Commission (CAC), contact address, telephone number (GSM) and email address. The letter headed paper must bear the names and nationalities of the Directors of the company at the bottom of the page, duly signed by the authorized officer.

(4) COLLECTION OF TENDER DOCUMENTS

Interested bidders are to collect tender documents from the office of Head of Procurement Department, Admin Complex between 08:00am -4:00pm (Monday – Friday) on evidence payment of a non-refundable tender fee of Ten Thousand Naira (N10,000.00) only per LOT, paid into Federal Neuropsychiatric Hospital, Enugu Remita account in any reputable Commercial Bank in Nigeria.

(5) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies, one copy of technical and one copy of financial bid with soft copy of financial bids only in MS EXCEL format packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter put the two sealed envelopes together in a bigger sealed envelope addressed to the Medical Director, Federal Neuropsychiatric Hospital Enugu, Ituku Street, Upper Chime New

Haven Enugu State and clearly marked with the name of the project and Lot number. The reverse of each sealed envelope should bear the names and address of the bidder and drop in the designated Tender box at the above address **not later than 12:00 noon on Monday, 31 August, 2020.**

(6) OPENING OF TECHNICAL BIDS

Only the Technical Bids will be opened immediately after the deadline for submission at **12:00 noon on Monday, 31 August, 2020**, in the Conference Hall of Federal Neuropsychiatric Hospital, Enugu, while the financial bids will be kept unopened. Bidders are to sign the bid submission register in the office of the Medical Director Federal Neuropsychiatric Hospital, Enugu. For further enquiries contact the Head of Department, Procurement on duchenna6@gmail.com

(7) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorised by the bidder.
- (b) Bids submitted after the deadline for submission will not be accepted.
- (c) Bidders should not bid for more than one (1) Lot
- (d) All costs will be borne by the bidders.
- (e) The technical bids opening shall be conducted in line with COVID19 guidelines;
- (f) Bid documents can also be collected in Soft copies and Bidders can submit through Post (Courier Services);
- (g) 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.

(h) Federal Neuropsychiatric Hospital, Enugu 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.

SIGNED:

MEDICAL DIRECTOR

FEDERAL NEUROPSYCHIATRIC HOSPITAL ENUGU