

**FEDERAL UNIVERSITY, GASHUA**

**INVITATION TO TENDER FOR TETFUND YEARS 2013 SPECIAL INTERVENTION TAKE-OFF GRANT (PHASE VI) AND 2016-2018 (MERGED) INTERVENTION IN LIBRARY DEVELOPMENT PROJECTS FEDERAL UNIVERSITY, GASHUA**

**(1) Introduction**

The Tertiary Education Trust Fund (TETFUND) has allocated funds to the Federal University Gashua tagged Year 2013 TETFUND Special Intervention Take-off Grant (Phase vi) and Year 2016 – 2018 (Merged) Intervention in Library Development.

The Federal University Gashua therefore, in compliance with the requirements of the Public Procurement Act 2007 and the extant regulations of government on the Procurement of goods, works and services hereby invites interested suitable, qualified, reliable and competent contractors/suppliers with proven track record to undertake the under-listed Projects:

**(2) Scope of Works/Supplies**

Category A: Year 2013 TETFUND Special Intervention Take-Off Grant Project

<b>Lot No</b>	<b>Project Title</b>
1	Supply, Installation And Testing/Commissioning Of Additional Laboratory Equipment

**Category B: Year 2016 – 2018 (Merged) TETFUND Intervention in Library Development Projects**

<b>Lot No</b>	<b>Project Title</b>
1	Procurement Of Various Assorted Books And Journals
2	Procurement And Installation Of Equipment And Furniture For The University Library

**(3) Eligibility Requirements**

(a) Certificate of registration with Corporate Affairs Commission (CAC) including Form CAC2 and CAC7

- (b) Evidence of current Tax Clearance Certificate for the past 3 years (2016, 2017, 2018) expiring on 31 December 2019;
- (c) Evidence of current Pension Compliance Certificate expiring on 31 December 2019;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate expiring on 31 December 2019;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate expiring on 31 December 2019;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/1/2020 or valid Certificate issued by BPP
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of Federal University, Gashua 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;
- (h) Company Audited Accounts for the years 2016, 2017, 2018;
- (i) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;
- (j) Company's Profile with the CVs of key Staff to be deployed for the project, including copies of their Academic/Professional Qualifications;
- (k) Verifiable documentary evidence of at least (3) similar jobs executed in the last five (5) years including Letters of Award, Valuation Certificates and Job Completion Certificates;
- (l) For supply of Equipment: Letter of Authorisation as representatives of Original Equipment Manufacturers (OEMs);
- (m) All documents for submission must be transmitted with a covering/forwarding letter under the Company's/Firm's letter Head 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 must bear the Names and Nationalities of the Directors of the Company at the bottom of the page and duly signed by the authorised officer of the firm.

#### **(4) Collection of tender Documents**

Interested companies are to obtain Standard Bidding Document (SBD) from the Procurement Unit, after payment of non-refundable tender fee of N10,000.00 per Lot, into the Federal University Gashua, via REMITA and obtaining receipt from the Bursary Department.

**(5) Submission of Tender Documents**

Interested companies are to submit a copy each of the technical and financial bid packaged separately in sealed envelopes and clearly marked as “Technical Bid” or “Financial Bid”. Thereafter, put the two sealed envelopes together in a bigger envelope addressed to the Vice Chancellor, Federal University Gashua and clearly marked with name of the project and Lot number written at the top right corner of the envelop. Furthermore, the reverse of each sealed envelope should have the name and address of the company and to be delivered and deposited by hand in the Tenders Box at the Procurement Unit **not later than 12:00 noon, Thursday, 13 February, 2020.**

**(6) Opening of Technical Bids**

Only The Technical Bids will be opened immediately after the deadline for submission **at 12:00 noon Thursday, 13 February, 2020** at the 500 Capacity Lecture Theatre, Federal University Gashua in the presence of bidders or their representatives, while the Financial bids will be kept un-opened. Please ensure that you sign the Bid Submission Register in the office of the Ag. Coordinator Procurement Unit, as the Federal University Gashua will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Ag, Coordinator procurement Unit @ [mbdawami@gmail.com](mailto:mbdawami@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 would be returned un-opened;
- (c) Bidders should not bid for more than two (2) Lots;
- (d) All cost will be borne by the bidders;
- (e) Only the pre-qualified bidders will be contacted at a later date for financial bid opening, while financial bids of un-successful bidders will be returned un-opened;
- (f) Federal University Gashua 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**

**A.B Shehu, PhD**

**Acting Registrar**

**Federal University Gashua**