

# **INVITATION TO TENDER FOR THE IMPLEMENTATION OF 2017 CAPITAL PROJECTS NATIONAL LIBRARY OF NIGERIA**

## **1.0 INTRODUCTION**

The National Library of Nigeria in compliance with the provisions of the Public Procurement Act, 2007, wishes to invite seasoned and qualified contractors to submit bids for the under listed Capital and as appropriated in the 2017 Appropriation Act.

## **2.0 SCOPE OF GOODS** (Development of National virtual Library system)

LOT 6A: Acquisition of Library Management software.

LOT 6B: Networking of computer systems.

LOT 6C: Procurement and Installation of Digitization scanners.

LOT 6D: Procurement and Installation of Alternative power solutions.

LOT 6E: Procurement of Computer furniture.

LOT 6F: Procurement of Computers

LOT 6G: Procurement and Installation of close circuit monitoring systems

## **3.0 ELIGIBILITY CRITERIA**

Interested and competent contractors, suppliers wishing to carry out any of the projects are required to submit their Company profiles which shall include the following:

- Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC).
- Evidence of Tax Clearance Certificates for the past three years (2014, 2015 and 2016).
- Evidence of current certificate of Compliance by National Pension Commission (PENCOM) valid till 31st December, 2017 in line with the amended PenCom Reform Act 2014.
- Evidence of current certificate of compliance by the Industrial Training Fund (STF) valid till 31st December, 2017 in line with the provision of the ITF Act 2005.
- National Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2017.
- Current Certificate of Registration/interim Registration Report (IRR) issued by the Bureau of Public Procurement (BPP) as provided in part II section 5(h) or PPA 2007.
- Evidence of verifiable similar jobs executed and technical capability to deliver (Copies of letters of award/certificates of job completion to be attached).

- Bank Reference Letter indicating financial capability/liquidity.
- A sworn Affidavit certifying that the company is not in receivership and/or the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings. The declaration shall also include that the company has no Director/Partner who has been convicted by any court in Nigeria or any other country for criminal offenses in relation to fraud or financial impropriety and that no officer of the National Library of Nigeria or the Bureau of Public Procurement (BPP) is a former or present Director, Shareholder, Partner or has any pecuniary interest in the job and that all the required documents presented and attached are GENUINE AND UP TO DATE.
- Company profile with CV's of key professionals including photocopies of relevant academic and professional qualifications with attestation of availability and contact phone numbers. (Evidence of registration with relevant regulatory professional bodies).
- Company Audited Accounts for the immediate past three (3) years (2014, 2015, 2016).
- Evidence of filing Company Annual' returns to CAC for the immediate past three (3) years (2014, 2015, 2016).
- Evidence that the Bidders have the requisite equipment's to execute a project of this nature and complexity or evidence of lease agreement with a third party.

#### **4.0 COLLECTION OF TENDER DOCUMENTS**

Interested Contractors are to collect tender documents from the Procurement Unit of the National Library of Nigeria at Plot 274 Sanusi Dantata House, Central Business District, Abuja within the working hours of 9am – 4pm, Monday- Friday upon payment of a non-refundable processing fee of N20,000.00 per lot. The payment should be made in favour of FGN – National Library of Nigeria through the Remita Collection Platform.

#### **5.0 SUBMISSION OF TENDER DOCUMENTS:**

Interested contractors are to submit their documents (Both Technical and Financial Bids) in two separate envelopes enclosed in one big envelope clearly stating the Project Name and LOT Number at the top right hand corner of the envelope and addressed to:

The National Librarian/Chief Executive Officer,

Attention:

The Head of **Procurement Unit**,

**National Library of Nigeria,**

**Plot 274 Sanusi Dantata House, Central Business**

**District, Abuja.**

The documents should be deposited in the Tender Tamper Proof – Box at the Procurement Unit of National Library of Nigeria on the ground floor. Plot 274 Sanusi Dantata House, Central Business District, Abuja within the working hours of 9am-4pm, Mondays – Fridays. Company's name should be written on the reverse side of the envelope.

The deadline for submission is **19th March, 2018 by 12 noon.**

## **6.0 BID OPENING**

Bid opening will commence immediately after the deadline for submission on **19th March 2018 by 12 noon** at the Board Room (First Floor) of National Library of Nigeria at Plot 274 Sanusi Dantata House, Central Business District, Abuja. All bidders or their representatives, relevant professional bodies, NGOs and the general public are invited to witness the public bid opening exercise.

## **7.0 ADDITIONAL INFORMATION**

**7.1** The National Library shall verify any or all the' claims made by bidders and shall disqualify any company whose claims are found to be false in addition to other sanctions that may be deemed necessary.

**7.2** Bidders who have worked for National Library and have history of poor performance, abandonment, termination and/or prolonged contract execution period need not to apply.

**7.3** National Library is not bound to accept the lowest quotation that is not responsive.

**7.4** Companies and bidders are prohibited from bidding for more than Two (2) lots in each of the Categories.

**7.5** All documents for submission shall be transmitted with a covering letter under the company's Letter Head Paper bearing among others, the Registration Number (RC).

Valid Contact Telephone Numbers, e-mails address and official Company's address.

**7.6** Only successful bidders from the Technical Evaluation will be invited for financial bid opening.

**7.7** Deviations/Non-compliance to the instructions will lead to disqualification.

**7.8** All submission pages must be duly initialled by the company.

**7.9** Submissions must be made only in English language.

**DISCLAIMER**

**8.1** This announcement is published for information purposes only and does not constitute an offer by the Tenders Board of the National Library of Nigeria to transact with any party for the projects, nor does it constitute a commitment or obligation on the part of the Tenders Board to procure concession services.

**8.2** The Tenders Board will not be responsible for any cost or expenses incurred by any interested party(ies) in connection with any response to this invitation and or the preparation or submission in response to an Inquiry.

The Tenders Board is not bound to shortlist any contractor and reserves the right to annul the selection process at any time without incurring any liabilities and assigning any reason thereof.

**SIGNED:**

**HEAD, PROCUREMENT**

**FOR: NATIONAL LIBRARIAN/CHIEF EXECUTIVE OFFICER.**