

## Overview

**UNIVERSITY OF ABUJA**

**(Office of the Registrar)**

**P.M.B 117, ABUJA – NIGERIA**

**INVITATION TO TENDER FOR UNIVERSITY PROJECTS UNIVERSITY OF ABUJA**

### **(1) INTRODUCTION**

In furtherance to its efforts at fulfilling its mandate on teaching and learning, the University of Abuja, hereby invites interested, reputable and experienced Contractors to tender for the following projects to be executed in the Year 2020:

**(A)**

### **CONSTRUCTION WORKS**

---

<b>LOT NO</b>	<b>PROJECT NUMBER</b>	<b>PROJECT AND SOURCE OF FUNDS</b>	<b>MINIMUM AVERAGE ANNUAL TURNOVER (N)</b>
---------------	-----------------------	------------------------------------	--

---

---

1	PR/20/1	Construction and furnishing of Departmental Building for faculty of Pharmaceutical Sciences- TETFund	375,000,000.00
2	PR/20/2	Provision of Facilities at the University Research and teaching Farm- TETFUND	375,000,000.00
3	PR/20/3	Construction and Furnishing of Lecture Halls Complex- TETFund	280, 000,000.00
4	PR/20/4	Construction of Academic Core Phase q to Institute of Education Access Roads- Appropriation	600,000,000.00
5	PR/20/5	Construction of 2 & 3 Bedroom Staff Housing – IGR	250,000,000.00
6	PR/20/6	Construction of Student Activity Centre- IGR	330,000,000.00
7	PR/20/7	Completion of Institute of Legislative Studies ad Remedial Works in Faculty of Agriculture- IGR	90,000,000.00
8	PR/20/8	Provision of Solar Street Lighting in the Main Campus- IGR	225,000,000.00
9	PR/20/9	Extension of Electricity Supply to the Institute of Education	150,000,000.00

---

10	PR/20/10	Supply and Installation of Academic Support Facilities for Faculties – NEEDS	150,000,000.00
<b>(B) SUPPLY PROJECTS</b>			
11	PR/20/11	Supply and Installation of Staff Furniture- NEEDS	150,000,000.00
12	PR/20/12	Supply and Installation of Medical Equipment – NEEDS	375,000,000.00
13	PR/20/13	Supply and Installaton of Teaching and Research Equipment for the Faculty of Veterinary Medicines- NEEDS	60,000,000.00
14	PR/20/14	Supply and Installation of Teaching and Research Equipment for the Agriculture- NEEDS	70,000,000.00
15	PR/20/15	Supply and Installation of Teaching and Research Equipment for the Faculty of Sciences. NEEDS	90,000,000.00
16	PR/20/16	Supply and Installation of Teaching and Research Equipment for Faculty of Pharmaceutical Sciences- NEEDS	50,000,000.00
17	PR/20/17	Supply and Installation of Teaching and Research Equipment for Faculty of Engineering- NEEDS	80,000,000.00

18	PR/20/18	Supply and Installation of ORM Machines- IGR
19	PR/20/19	Supply, Installation and integration of ID Card Machine and Accessories- IGR
20	PR/20/20	Procurement of Petrol Engine Utility Vehicles from Accredited Vehicle Manufacturers' Representatives Appropriation/IGR (a) Saloon Cars  (b) SUV  (c) Motor Cycles
21	PR/20/21	Supply of Lanyard

**( C ) EXPRESSION OF INTEREST FOR PROVISION OF INSURANCE SERVICES**

LOT NUMBER	PROJECT NUMBER	PROJECT
22	PR/20/22	Fire and Special Perils (Buildings)

---

23	PR/20/23	Private/Commercial Vehicles
24	PR/20/24	Equipment and Computer
25	PR/20/25	Group Personal Assurance Policy

---

### **ELIGIBILITY REQUIREMENT**

All interested contractors are expected to submit the following mandatory pre-qualification documents;

- (i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CAC2 and CAC7.
- (ii) Evidence of Company Income Tax Clearance Certificate for the last three (3) years valid till 31st December 2020, with a minimum average turnover as shown against each Lot in the Table above.
- (iii) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2020.
- (iv) Evidence of current Pension Compliance Certificate valid till 31st December 2020.
- (v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2020.
- (vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 30<sup>th</sup> June 2020 or valid Certificate issued by the Bureau for Public Procurement (BPP).

(vii) Copy of Certified Audited company Accounts for the immediate past three (3) years (2017, 2018, and 2019) duly stamped by certified auditors.

(viii) 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.

(ix) A sworn affidavit disclosing whether or not any officer of the relevant committees of the University of Abuja or the Bureau of Public Procurement is a present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented are true and correct in all particulars.

(x) A copy of Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project including copies of their academic/professional credentials (For example, for Construction projects: COREN, QSRB, CORBON etc.

(xi) For Construction Projects (Category A), a list of Plant/Equipment intended to be deployed for the job with proof of ownership or lease.

(xii) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including letters of awards/job completion certificates and photographs of the projects. Only jobs that are similar in nature (i.e. type of materials supplied or nature of contract or service carried out) shall be considered.

(xiii) In addition to (xii) above, Bidders should note the following:

(a) Bidders for Lot 12 must show evidence of registration as an Original Equipment Manufacturers (OEM) or Authorized Representative of Major Medical Equipment Manufacturers as contained in FGN's approved Policy for Medical Equipment.

(b) **Bidders for Lots 13 – 19** must show evidence of registration as an Original Equipment Manufacturers (OEM)'s Authorized Representative.

(c) **Bidders for Lot 20** must be included in the National Automotive Design and Development Council's approved list of Local Manufacturers of vehicles or are authorized Vehicle Manufacturer's representatives.

(d) **Bidders for Lot 21** must show at least two (2) evidences of having successfully made supplies of Lanyards in large quantities to educational institutions.

(e) **Bidders for Category C** must be registered with the National Insurance Commission and the Financial Reporting Council of Nigeria.

(xiv) All documents for submission must be transmitted with a covering/forwarding letter under the company/firm's letter head paper bearing among others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.) and email address. The Letterhead paper must bear the names and nationalities of the Directors of the Company at the bottom of the page. The covering/forwarding letter must be duly signed by the authorized Officer of the Firm.

(xv) In addition to the above stated criteria, Bidders must show evidence of a minimum annual turnover for each lot (shown in the Tax Clearance Certificate) as contained in the Table in Section 1.0 above. Please note that the University reserves the right to verify the evidences submitted.

## **(2) COLLECTION AND SUBMISSION OF TENDERS DOCUMENTS (CATEGORY A & B)**

(i) Interested companies who wish to bid for Lots 1 – 21 are to collect the Standard Bidding Documents (SBD) from the Procurement Office Annex, Room C127, First Floor Central Administration, Main Campus Abuja on the evidence of payment of a non-refundable fee of Nio,000 per lot paid into the University of Abuja Remita Account in any reputable Commercial Bank in Nigeria.

(ii) Bidders for Expression of Interest Category C) are to submit Expression of Interest documents in line with the requirements in Section 2.0

(iii) Bidders for Lots 1-21 are to submit bids for each of the lots desired in two (2) hard copies each of the Technical and Financial Bids packaged separately in sealed envelopes and clearly marked "Technical Bid" and "Financial Bid" as appropriate. The reverse side of the envelopes should have the project name, lot number, name, and address of the bidder. Thereafter, the two sealed envelopes are to be placed together in a bigger envelope, sealed and addressed to The Vice

Chancellor, University of Abuja, Abuja. The envelopes are to be marked boldly and clearly at the top left corner “Bid for        “specifying the lot number and title of the project.

(iv) Bidders for Lots 21 -25 are to enclose their documents in an envelope, sealed and addressed to the Vice Chancellor, University of Abuja. The envelopes are to be marked boldly and clearly at the top left corner “Expression of Interest for “specifying the project title and Lot Number. The reverse side of the envelope shall bear the name and address of the bidder.

(v) The envelopes are to be deposited in the Tender Box labelled “B” located at the reception hall of the University Senate Building, Main Campus. Airport Road not later than **12 noon Tuesday 24, March. 2020**. Bidders should ensure that their submission(s) are appropriately logged and signed. Bidders should ensure that they obtain Bid Submission Receipt(s) at the Venue. The University of Abuja shall not be held liable for misplaced or wrongly submitted bids.

(vi) The documents shall be publicly opened immediately after the deadline for submission by **12 noon Tuesday 24 March, 2020** in the reception hall of the Senate Building, University Main Campus, Airport Road, Abuja, in the presence of bidders or their representatives. For further enquiries, please contact the Procurement Unit on procurement unit on [procurement@uniabuja.edu.ng](mailto:procurement@uniabuja.edu.ng)

### **(3) IMPORTANT NOTES**

(i) Bids must be in English Language and signed by an official authorized by the Bidder.

(ii) Bidders should note that time is of the essence in the execution of these projects.

(iii) Bids submitted after the deadline for submission shall be returned unopened.

(iv) Only the Bids that fulfill the Pre-qualification criteria shall be considered further.

(v) Bidders should not bid for more than two (2) lots. Bidders who bid for more than two (2) Lots shall be disqualified.

(vi) All costs shall be borne by the bidders.



(vii) Category A & B: Only pre-qualified bidders will be contacted at a later date for Financial Bids opening while the financial bids of unsuccessful will be returned unopened:

(viii) Category C: Only shortlisted firms will be contacted at a later date for collection of Request for Proposals;

(ix) The University is not bound to prequalify/shortlist any bidder and reserves the right to annul the process at any time without incurring liabilities in accordance with Section 28 of the Public Procurement Act 2007.

**SIGNED**

**MANAGEMENT**

**UNIVERSITY OF ABUJA**