

**FEDERAL UNIVERSITY OF TECHNOLOGY,**

**P. M.B. 1526, OWERRI.**

**INVITATION TO TENDER FOR YEAR 2018 INTERNALLY GENERATED REVENUE PROJECTS FEDERAL UNIVERSITY OF TECHNOLOGY,**

**INTRODUCTION:**

The Federal University of Technology, Owerri invites competent Contractors/ Suppliers to Tender for the following

**INTERNALLY GENERATED REVENUE PROJECTS:**

<b>LOT</b>	<b>DESCRIPTION OF PROJECT</b>
1	Procurement of Vehicles
2	Procurement and Installation of 500kVA Soundproof Generator with training
3	Procurement and Installation of office/classroom furniture

**MANDATORY REQUIREMENTS**

(Original documents must be presented for sighting):

- (a) Evidence of Incorporation with the Corporate Affairs Commission (CAC);
- (b) Current Tax Clearance Certificate for the past 3 years i.e. 2015, 2016 and 2017;
- (c) Evidence of Compliance with PENCOM requirements (with Certificates) 2018;
- (d) Evidence of Compliance with Industrial Training Fund (ITF) requirements (with Certificates) 2018;
- (e) Evidence of Compliance with the National Social Insurance Trust Fund (NSTIF) 2018;
- (f) Evidence of registration on the Bureau of Public Procurement's National Database of contractors, Consultants and Service

Providers by inclusion of Interim Registration Report (IRR) expiring on 30/6/2018 or valid certificate issued by the BPP;

**OTHER REQUIREMENTS:**

- (a) List of similar and verifiable projects successfully executed by your company with locations, letters of award, completion certificates within the last 5 years.
- (b) Current Company Audited Account for the past 3 years (2015, 2016& 2017).
- (c) List and qualifications/CV and Certificates of technical staff and registration with relevant professional bodies.
- (d) Current Sworn Affidavit in line with the provision of part iv. Section 6 Sub-section 16(f) of the Procurement Act 2007
- (i) That all the documents for the Technical bid are genuine and correct.
- (ii) That the Director(s) of the prospective contractual company has/have never been convicted by any court of law
- (iii) That neither the company nor any of the company's directors is bankrupt
- (iv) That no Officer of the Federal University of Technology, Owerri (FUTO) is a former or present director of the company
- (v) That the company is not in receivership.
- (vi) For Motor Vehicle's procurement: "only companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for the procurement";

**COLLECTION OF BID DOCUMENTS/TENDER:**

Contractors are to collect Financial Bid documents from the General Office of the Procurement Unit, Room 215, Senate Building upon payment of N10,000.00 (Ten thousand Naira) only to the Federal University of Technology, Owerri (FUTO) Remita account under Tender Fees.

**SUBMISSION OF TECHNICAL AND FINANCIAL BID DOCUMENTS/OPENING:**

Two (2) copies (each) of both Technical and Financial Bid Documents must be in two different sealed envelopes tagged “Technical Bid” and “Financial Bid,” respectively with the company’s name and must be placed in an envelope marked on the top left-hand corner, the Project Name and Lot No. and addressed to The Vice-Chancellor, Federal University of Technology, Owerri, Imo State. The Document should be dropped in a tamper proof box provided at the General Office of the Procurement Unit, Room 215, Senate Building. Please note that the two copies of Technical Bid Documents should be bound with a table of contents in order of listing above **not later than 12:00 Noon Wednesday, 14 November, 2018.**

## **OPENING OF TENDER DOCUMENTS**

Only the Technical Bid documents shall be opened immediately the deadline for submission in the University Council Chambers at **12:00 Noon Wednesday, 14 November, 2018** in the presence of bidders or their representatives, while the Financial bids will be Kept unopened. Please, ensure that you sign the Bid Submission Register in the office of (state the position of the person, room and floor number and the office address), as the University will not be held liable for misplaced or wrongly submitted bids. Interested Members of the Public and Private Sector Professionals in the Construction Industries. Non-Governmental Organizations and Journalists are invited to witness the opening.

### **PLEASE NOTE:**

- (a) The participation in the bid process does not guarantee any person the right to be selected or awarded any contract.
- (b) That by the submission of tender documents, the University is neither committed nor obliged to award any contract to any Contractor/Supplier/ Agency.
- (c) That this advertisement for invitation to tender should neither be misconstrued as commitment on the part of the University, nor should it entitle any Contractor/Firm to make any claims whatsoever and/or seek any indemnity from the University.
- (d) The University reserves the right to reject any or all bids of interest and to Terminate the procurement process at any time without any liability to the University.
- (e) Any bid submitted after the closing time and date shall not be considered.
- (f) If at any time during the procurement/construction process it is discovered that the submission made by any contractor is invalid/fake, the contractor will be automatically disqualified and the investment made so far in the project will be automatically voided.
- (g) Bidders should not bid for more than one (1) Lot

**ENQUIRIES:**

All enquiries should be directed to the Ag. Head, Procurement Unit/Secretary to Tenders Board, Federal University of Technology, Owerri.

**SIGNED:**

**A. G HEAD, PROCUREMENT UNIT/SECRETARY TO THE TENDERS BOARD**

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