

## Overview

### **IGNATIUS AJURU UNIVERSITY OF EDUCATION PORT HARCOURT, RIVERS STATE**

### **INVITATION TO TENDER FOR YEAR 2019 TETFUND ZONAL INTERVENTION PROJECT IGNATIUS AJURU UNIVERSITY OF EDUCATION PORT HARCOURT, RIVERS STATE**

#### **(1) PREAMBLE**

The Ignatus Ajuru University of Education, Rumuolumeni, Rivers State is a beneficiary of year 2019 TETFund Zonal Intervention project and the University intends to execute the orated therein for Procurement, installation Testing and Commissioning of Science Laboratory Equipment for the University.

Lot 1 Procurement, Installation, Testing and Commissioning of Science Laboratory Equipment

#### **(2) PRE-QUALIFICATION REQUIREMENTS**

Competent contractors, who are interested in execution of the project and who wish to submit to the pre-qualification exercise and bid for the job as mentioned above, are to provide the MANDATORY under-listed; pre-qualification requirements to the undersigned, in one booklet.

#### **(3) PRE-QUALIFICATION REQUIREMENTS**

- (a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2020;
- (c) Evidence of current Pension Compliance Certificate valid till 31st December, 2020;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2020;

(e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup> December, 2020;

(f) Evidence of Registration on the National Database of Federal Contractors, consultants and Service Providers by submission of interim Registration Report (IRR) expiring on 30/06/2020 or valid Certificate issued by BPP.

(g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of Ignatius Ajuru University of Education, Rumuolumeni, Rivers State 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) Letter of Authorisation from Original Equipment Manufacturers (OEMs);

(i) Company's Audited Accounts for the last three (3) years – 2017, 2018, 2019;

(j) 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;

(k) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including Copies of their Academic/Professional qualifications;

(l) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, valuation Certificates, Job completion Certificates and Photographs of the projects;

(m) 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 JV partner);

(n) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/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 Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

#### **(4) COLLECTION OF TENDER DOCUMENTS**

Interested bidders are requested to obtain the standard bidding document from the Office of the Director of Physical Planning Ignatus Ajuru University of Education Rumuolumeni Rivers State on payment of a non-refundable tender fee of N10,000.00 per Lot work days and hours only, (8:00am -4:00pm).

#### **(5) SUBMISSION OF TENDER DOCUMENTS**

Technical and financial bid document should be enclosed in two separate sealed envelopes, clearly labelled as appropriate and both enclosed in bigger clearly labelled envelope addressed to the Vice-Chancellor and submitted to the Office of the Secretary, Ignatus Ajuru University of Education Rumuolumeni Rivers State tender board, **on or before 12:00 noon on Monday, 20 April, 2020.**

#### **(6) OPENING OF TECHNICAL BIDS**

Only the Technical bid opening will be opened at **12:00 noon on Monday, 20 April, 2020**, 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, as the University will not be held liable for misplaced or wrongly submitted bids.

#### **(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) All costs will be borne by the bidders;
- (d) Only pre-qualified bidders at technical evaluation will be contacted at a later date for financial bids Opening, while financial bids of un-successful bidders will be returned un-opened;
- (e) The university 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:**

**VICE-CHANCELLOR**