

NIGERIAN COLLEGE OF AVIATION TECHNOLOGY, ZARIA

PMB 1031, ZARIA AERODROME

KADUNA STATE

INVITATION TO TENDER NIGERIAN COLLEGE OF AVIATION TECHNOLOGY, ZARIA

(I) PREAMBLES:

In compliance with the Public Procurement Act 2007 (as amended) the Nigerian College of Aviation Technology (NCAT), Zaria has appropriated funds in its 2018 FGN Budget and wishes to apply part of it for the procurement of Works, Goods and Services. The College therefore invites interested competent; reputable and qualified contractors to tender for the under listed contracts.

NCAT LOT NO.	PROJECT TITLE
Lot NCAT W1	Upgrade of 33/11KVA Sub Station and construction of electrical control room
Lot NCAT G1	Procurement of Hardware for Automation of PRS
Lot NCAT G2	Procurement of Computers and Accessories

(II) SCOPE OF WORK/SUPPLY:

Lot NCAT W1: To upgrade the existing 33/11KVA Sub-Station of the College.

Lot NCAT G1: To procure the hardware for the automation of the Planning, Research and Statistics Unit of the College

Lot NCAT G2: To procure computer systems and accessories for the College use.

(III) ELIGIBILITY REQUIREMENTS:

Interested companies should submit two (2) bound technical and financial proposals documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

(i) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;

(ii) Evidence of Company's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2018; with minimum average turnover of N80million for Lot NCAT W1; N5 million for Lot NCAT G1; N20 million for Lot NCAT G2;

(iii) Evidence of current Pension Compliance Certificate valid till 31st December, 2018;

(iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2018;

(v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2018;

(vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/ 2019 or valid Certificate issued by BPP.

(vii) Sworn Affidavit:

- Disclosing whether or not any officer of the relevant committees of the Nigerian College of Aviation Technology, Zaria 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;
- That none of the Company's Directors has ever been convicted in any country;
- That the company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
- That the company will comply with Executive Order 003 on support for Local Content;

(viii) Company's Audited Accounts for the last three (3) years – 2015, 2016, 2017;

(ix) 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;

(x) Company Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications: COREN, QSRBN, ARCON, CORBON, SURCON, (where applicable);

(xi) 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;

(xii) 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.

(IV) COLLECTION OF TENDER DOCUMENTS

Interested Contractors are to pay a non-refundable fee of N10,000.00 per Lot to the NCAT TSA NAIRA Account through the Remita Gateway at any commercial bank as pre-requisite for collection of Standard Bidding Documents. The Standard Bidding Documents will be collected by hand from the procurement office.

(V) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the Lot desired in two (2) hard copies each of the technical and financial bids with soft copy and packaged separately in sealed envelopes and clearly marked as "TECHNICAL BID FOR LOT....." or "FINANCIAL BID FOR LOT....." with the name of the bidder on each envelope. Thereafter, put the two sealed envelopes together in a bigger sealed envelope clearly marked with the name of the project the Lot number and the name of the bidder and drop in the designated Tender Box at the Procurement Office **on or before 12 noon, on Tuesday, 11 December, 2018.**

(VI) OPENING OF BIDS

The technical bids will be opened immediately after the deadline for submission at **12:00 noon, on Tuesday, 11 December, 2018** at the ATS/COM School lecture theater in the presence of bidders or their representatives who choose to attend while the Financial bids will be kept unopened. Please, ensure that you sign the Bid Submission Register at the Procurement Office as NCAT will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Secretary, Parastatal Tenders Board, Nigerian College of Aviation Technology, Zaria Aerodrome, P.M.B 1031, Zaria, Kaduna State, on
Email: procurement@ncat.gov.ng

(VII) GENERAL INFORMATION

- (i) Bids must be in English Language and signed by an official authorized by the bidder;
- (ii) Bids submitted after the deadline for submission would be returned unopened;
- (iii) Bidders should not bid for more than two (2) Lots
- (iv) All cost will be borne by the bidders;

(v) All pre-qualified bidders will be contacted at a later date for financial bid opening, while bids of un-successful bidders will be returned un-opened

(vi) The NCAT 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.

(vii) All documents must be submitted in both soft and two (2) hard copies as failure to do so will lead to disqualification.

(viii) All submissions must be properly sealed and labeled as indicated in item V; SUBMISSION OF TECHNICAL BID FOR LOT.....” AND “FINANCIAL BID FOR LOT.....” as failure to do so will lead to disqualification.

(ix) Tenders can only be submitted within working hours. (8:00am -4:00pm)

SIGNED:

RECTOR/CHIEF EXECUTIVE

NCAT ZARIA