

INVITATION TO TENDER UNIVERSITY OF AGRICULTURE MAKURDI – NIGERIA

1.0 INTRODUCTION

The University of Agriculture, Makurdi is desirous of Implementing Projects to be financed from year 2013-2016 (merged) TETFUND Entrepreneurship Intervention.

Consequently, in accordance with the provisions of the Public Procurement Act 2007, Part VI Section 25, 2(ii), the University hereby invites reputable suppliers to Tender for the Implementation of the underlisted projects:

LOT	DESCRIPTION OF PROJECT	NON REFUNDABLE TENDER FEE (N)
1	Procurement of Soap Cosmetics making equipment	20,000.00
2	Procurement of Tailoring and Fashion Design Equipment	20,000.00
3	Procurement of Various Carpentry Equipment	20,000.00

2.0 ELIGIBILITY REQUIREMENTS

- (a) Certificate of Incorporation with the Corporate Affairs Commission (CAC).
- (b) Company's current Tax Clearance Certificate for the last three years.
- (c) Current Pension Certificate of Compliance from the National Pension Commission (PENCOM).
- (d) Current Industrial Training Fund (ITF) Clearance Certificate.
- (e) Current National Social Insurance Trust Fund (NSITF) Registration.
- (f) Evidence of registration on the National Data Base of Contractors, Consultants and service providers by inclusion of Interim Registration Report (IRR) issued by the Bureau of Public Procurement.
- (g) Current Sworn Affidavit:
 - (1) That the company is not in receivership, insolvent or bankrupt.

(2) That the company does not have any Director who has been convicted in any court in Nigeria or other country for criminal offence in relation to fraud or financial impropriety.

(3) Whether or not any officer of the University is a former or present Director, Shareholder or has any pecuniary interest in the bidder.

(4) That all documents submitted for the bidding are true and correct in all particulars.

(h) Company's Audited Accounts for the last three years by inclusion of the photocopy.

(i) List of verifiable documentary evidences of at least two (2) to similar jobs successfully executed within the last five (5) years including letters of awards and job completion Certificate,

(j) Company profiles to include names, qualifications (Including copies of relevant academic/professional qualifications) and experience of key personnel.

(k) Evidence of Financial Capability from a reputable Bank/Letter of

Commitment from bank

(l) For Joint Venture (JV) partnership, Memorandum of Understanding (MOU) should be provided.

3.0 COLLECTION OF TENDER DOCUMENTS

Tender documents are to be collected from the Office of the Director, Procurement between the hours of 10.00am – 3.00pm on working days upon presentation of authenticated payment details of the non-refundable fee prescribed for the individual lots obtained from an approved Bank by the University Bursar.

4.0 SUBMISSION OF TENDER DOCUMENTS

4.1 Interested Bidders are to submit tenders documents in two (2) separate envelopes appropriately marked "Technical Bids" and "Financial Bids". The two envelopes shall be enclosed in one (1) larger envelope and marked "Tender Documents" stating the particular lot at the top right hand corner of the envelope and addressed to:

The Registrar,

University of Agriculture

Makurdi

4.2 The closing date for submission of Tender is **19th January, 2018.**

5.0 OPENING OF TENDER DOCUMENTS

Technical Bids shall be opened on **19th January, 2018 at 12 Noon** in the University Senate Chambers. All bidders are hereby invited to attend the bid opening.

6.0 PLEASE NOTE

(a) The University of Agriculture, Makurdi reserves the right to reject any of all bids (Technical and Financial).

(b) This notice of "Invitation to Tender" shall neither be construed as a Commitment on the part of the University nor shall it entitle any Company to make claims whatsoever or seek any indemnity from the University of Agriculture, Makurdi.

(c) The University of Agriculture, Makurdi reserves the right to verify any claim by the bidders.

(d) Contracts shall be awarded to the "Lowest Evaluated Responsive" bidder.

(e) Non-compliance with any of the items (a) – (l) may lead to disqualification of Tender.

(f) Submissions made by e-mail and late submissions shall be rejected.

Mrs. H.N. Nyitse

Registrar