

UNIVERSITY OF PORT HARCOURT

CHObA, NIGERIA

INVITATION TO TENDER

WORLD BANK AFRICA CENTRE OF EXCELLENCE FOR OIL FIELD CHEMICAL RESEARCH (ACE-CEFOR)

COMPLETION OF OFFICE BLOCK FOR INSTITUTE OF PETROLEUM STUDIES (IPS)

INTRODUCTION

The World Bank through the World Bank Africa Centre of Excellence for Oil Field Chemical Research, University of Port Harcourt intends to sponsor the completion of the abandoned block of offices located within the premises of the Institute of Petroleum Studies (IPS), off East-West Road, Choba, Port Harcourt, Rivers State.

The uncompleted one (1) storey building has outstanding components which include but not limited to the Roof, Doors and Windows, anti-Burglar grilles, finishes, Mechanical and Electrical installations, Painting and Decoration, and External works.

The University of Port Harcourt on behalf of the World Bank Africa Centre of Excellence for Oilfield Chemical Research (ACE-CEFOR) hereby invites interested and competent Contractors to tender for the project listed below as follows;- **LOT DESCRIPTION OF PROJECT Completion of Office Block**

ELIGIBILITY CRITERIA

Interested and competent Contractors should submit the following qualification documents along with their financial bids:

- (a) Evidence of incorporation/registration of Company with Corporate Affairs Commission (CAC); including copies of Memorandum and Articles of Association, Forms C02 and C07.
- (b) Evidence of current Tax Clearance Certificate for the last three (3) years ending December 2016.
- (c) Evidence of VAT Registration with TIN No. and up-to-date remittance(s).
- (d) Company's Audited Accounts for the last three (3) years (2014-2016).
- (e) Current PENCOM Certificate of Compliance by the National Pension Commission in line with the Pension Reform Act, 2014 (as amended).

- (f) Evidence of compliance with the Employees Compensation Act which requires that all Employers of labour must remit 1% of the total annual emolument of their workers to the Nigerian Social Insurance Trust Fund (NS1TF):
- (g) Evidence of current Certificate of Compliance by the Industrial Training Fund (ITF) in line with the amended Industrial Training Fund Act, 2011.
- (h) Evidence of registration on the National Database of Contractors, Consultants and Service Providers with the Bureau of Public Procurement (BPP).
- (i) Comprehensive Company profile containing the CVs of key Managerial and Technical personnel.
- (j) Verifiable evidences of past and/or present job experiences in similar project of interest in the past 5 years with attached copies of letters of award and certificates of completion and/or Interim Payment Certificates (IPCs).
- (k) Bank reference from a reputable Bank as verifiable evidence of financial capability to undertake the Contract if engaged.
- (l) A sworn affidavit that:-
 - (i) The Company is not bankrupt, in receivership or under liquidation or involved in any litigation which can potentially affect the company's ability to effectively discharge her responsibilities, if engaged;
 - (ii) The claims made and information provided by your Company in this submission are true and correct in all ramifications;
 - (iii) No member of staff of the University of Port Harcourt has pecuniary interest in the Company;
 - (iv) No Director of the Company (past or present) has ever been convicted for criminal offenses relating to fraud or financial impropriety in any Court of law.
- (m) A letter of authority empowering the University of Port Harcourt to verify any claims contained in the submitted documents.

COLLECTION OF TENDER DOCUMENTS

Tender Documents are to be collected from the Department of Physical Planning & Development, University of Port Harcourt upon presentation of evidence of payment of a non-refundable tender fee of N20,000.00 (Twenty Thousand Naira) only.

Only qualified Contractors that are eligible at the time of this publication (going by the eligibility criteria listed above) will have their financial bids opened.

SUBMISSION OF TENDERS

Two copies each of the Tender Documents – **“Technical” and “Financial”** are to be submitted in separate and sealed envelopes and marked **“TECHNICAL” and “FINANCIAL” respectively**. Both sealed envelopes should be put in an A3 sized envelope and marked **“TECHNICAL/FINANCIAL BIDS FOR THE COMPLETION OF OFFICE BLOCK FOR THE INSTITUTE OF PETROLEUM STUDIES (IPS)”** which should then be addressed and submitted **on or before 10.00 a.m., on Tuesday, 16th May, 2017 to;**

THE REGISTRAR

UNIVERSITY OF PORT HARCOURT

P.M.B. 5323

SENATE BUILDING

PORTHARCOURT

RIVERS STATE

OPENING OF TENDERS

(a) Tender Documents will be opened on the closing date **Tuesday, 16th May, 2017 at 12.00 noon in the Senate Chambers.**

(b) Civil Society Groups, Non-Governmental Organizations, Professional bodies. Bidders or their representatives and interested members of the Public are hereby invited to witness the bids opening exercise.

IMPORTANT INFORMATION

(a) Any bid received after the deadline for the submission of bids stated above shall not be opened but shall be returned to the Contractor that submitted it. Such bid shall automatically be disqualified.

(b) Bidders should endeavour to follow the order of Instructions in their submission

(c) The University is neither committed nor obliged to award any contract to any bidder or to accept the lowest tender that is not responsive.

(d) The University is not responsible for cost incurred by any bidder in the preparation and submission of documents in connection with this advert.

Signed:

DORCAS D. OTTO (MRS.)

Registrar

registrar@uniport.edu.ng