

**Federal College of Agriculture, Ishiagu**

**P. M. B. 7008**

**Ishiagu, Ebonyi State, Nigeria**

**Invitation for Pre-Qualification and Tender**

**(1.0) Introduction:**

In compliance with the requirements of the Public Procurement Act of the federal Government of Nigeria, the Federal College of Agriculture, Ishiagu, Ebonyi State, hereby invites interested, competent and reputable contractors and suppliers with relevant experiences, requisite expertise, and good track record for timely delivery of projects to apply for pre-qualification and Tender exercise for execution of the following projects Under Year 2015 Capital Projects:

**LOT NO.            DESCRIPTION**

Lot	Construction of a Block of 3 Classrooms With VIP Toilet at Federal College of Agriculture, Ishiagu, Ebonyi State
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**(2) Pre-Qualification Criteria:**

**Interested and competent contractors are to submit Pre -Qualification documents which should include but not limited and Must be arranged in the following; order and page-numbered:**

- (i) A sworn affidavit indicating that all documents submitted are genuine and verifiable.
- (ii) Consent to allow for verification of all the documents submitted including CAC, Inland Revenue VAT remittances, Pension and Industrial Training Fund and Company's financial standing with the bankers.
- (iii) Certificate of incorporation with corporate affairs commission (CAC).
- (iv) Current Tax Clearance Certificate for the last three (3) years i.e.. (2012, 2013 and 2014).
- (v) VAT Certificate and VAT remittances to Federal inland Revenue Services (FIRS) in the last three years.
- (vi) Evidence of compliance with the provisions of the Pension Reform Acts, 2004 with (at least 5) employees on pension scheme.
- (vii) Evidence of compliance with the statutory provision of Section 8 (1-3) of the industrial Training Fund (Amendment) Act 2011.

- (viii) Comprehensive company profile showing organizational structure, list of staff including curriculum vitae of key personnel involved in project Implementation stating qualifications and professional registration where applicable (enclose photocopies of professional qualifications).
- (ix) Evidence of possession of a substantial proportion of equipment required to successfully execute the contract. State location of the plants and equipment for ease of verification
- (x) Audited company account for the last three (3) years i.e.. (2012, 2013 and 2014 )
- (xi) Evidence of financial capability with bank reference letter Indicating accessibility to credit facilities, with maximum amount stated
- (xii) Bank statements of account for the last three months and letter authorizing the College to verify same from the Bank,
- (xiii) Evidence of performance on similar verifiable and successfully executed projects in the last three years stating: clients, location, letters of awards, cost with completion certificates and photographs attached.
- (xiv) A sworn affidavit that none of the directors has been convicted in any country for any criminal offence including fraud or financial impropriety.
- (xv) Quality assurance/control manuals for the company,

**(3) Collection of Tender Documents:**

Tender documents should be collected from the office of the Director of Planning. Federal College of Agriculture, Ishiagu, (FCAI) Ebonyi State. Collection of the documents will be from the date of this publication.

The documents can only be obtained on presentation of evidence of payment of non-refundable Tender Fee of Fifty thousand Naira (₦50,000.00) only.

**(4) Method of Packaging/Submission of pre-Qualification and Tender**

Documents: Interested Contractors are required to prepare and submit both their

pre-qualification documents in six (6) hard copies and one soft copy in a sealed envelope, and the Completed Tenders in a separate sealed envelope.

**The envelopes should be addressed to:**

**The Registrar,**

**Federal College of Agriculture, Ishiagu**

**Ebonyi State.**

The top left hand corner of the envelopes shall bear the name of the project which you are applying for, and also specify whether it is Pre-qualification or Completed Tender documents.

These documents shall be dropped in Boxes marked “**Pre-Qualification**” and “**Completed Tender**” which shall be supplied for this purpose at the office of the Registrar Federal College of Agriculture, Ishiagu, Ebonyi State.

**(5) Opening of Pre-Qualification and Tender Documents:**

The Pre-qualification and Tender documents should be submitted **latest November 3<sup>rd</sup> 2015, before 12.00 noon**. These documents will be opened on the same day in the Conference Room in the Administrative Building of the College by 1.00 pm. All bidders and/or their representatives are expected to attend After opening of the documents, the pre-qualification documents shall be analyzed by the College Tenders Board Committee. Only the Pre-qualification contractors shall have their commercial bids (Completed Tenders) analyzed for consideration for award.

**Please Note That:**

- (a) By the submission of pre-qualification and tender documents. FCAI is neither committed nor obliged to award any contract to any contractor/supplier or agent.
- (b) This invitation for Pre-qualification tendering for projects shall not be construed as a commitment on the part of the College, nor shall it entitle any contractor/supplier to make any claims whatsoever or seek any indemnity from FCAI.
- (c) That due diligence would be followed as all documents submitted would be verified including the past executed works and, contractor’s offices shall be visited. Any discrepancies found would disqualify the contractor/company.