

Federal University of Petroleum Resources,

PMB 1221 EFFURUN, Delta State, Nigeria

Invitation for Pre-Qualification of Consultants/ Contractors for Capital Projects

A Introduction

The Federal University of Petroleum Resources, Effurun (FUPRE), Delta State wishes to notify the General Public of its intention to procure work ,for the construction of Workshops and Laboratories for the College of Technology. The project is to be funded through the year 2012 Capital Grant

FUPRF is desirous of executing the Project on contract and wishes to invite reputable consultants/contractors with good track record to bid for pre-qualification.

B. Scope of Work- Consultants

The scope of work includes preparation of detail/full drawings including all necessary tests, preparation of contract/tender documents and supervision. The Consultants are also expected to provide other services that will facilitate the execution of the bulking projects for workshop and laboratories for various Departments of the College of technology

Lot 1: CONSULTANTS FOR THE CONSTRUCTION OF WORKSHOPS AND LABORATORIES FOR COLLEGE OF TECHNOLOGY (2012 CAPITAL PROJECT)

C. Location of Projects

The project is located all the University's permanent site at Ugbomro in Uwie Local Government Area of Delta State.

D. Pre-qualification requirements for consultants

Interested Architects, Civil, Service Engineers, Quantity Surveyors or a Consortium of these consultants who wish to participate in the projects are required to submit their firm's profile which must include but not limited to the following documents:

1. Registration Certificate with Corporate Affairs Commission
2. Evidence of qualification and registration with appropriate professional Bodies
3. Evidence of similar jobs done within the past three (3) years 2009-2011
4. Company profile and address/office location
5. Audited accounts for the past three (3) years 2009 2011
6. Evidence of VAT certificate/Tax clearance certificate
7. Curriculum Vitae of the principal officers of the company
8. Name and address of bankers and reference letter from such banks
9. Evidence of compliance with the provisions of the Pension Reform Act, 2004
10. Any other information to prove the company's corporate and technical experience and capabilities

For additional information, please refer to "STANDARD REQUEST FOR PROPOSAL FOR THE SELECTION OF CONSULTING FIRMS (COMPLEX LUMP SUM) OF THE FEDERAL REPUBLIC OF NIGERIA BUREAU OF PUBLIC PROCUREMENT DOCUMENT"

The consultancy services will be executed with strict adherence to all contractual terms in the signed agreement by all parties. All invited consultants will be required to submit a Technical Proposal and a Financial Proposal.

E. Scope of Work- Contractors

Lot 2: Construction of Workshops and Laboratories for College of Technology I (2012 Capital Project)

Lot 3: Construction of Workshops and Laboratories for College of Technology II (2012 Capital Project)

F. Pre-Qualification Requirements for Contractors

Interested Companies are to submit the following documents along with their letters of intent for the project

1. Certificate of Incorporation from Corporate Affairs Commission
2. Current tax clearance certificate for the past three (3) years- 2009-2011
3. Audited company account with annual turnover of over N150 million in any of the last three (3)years 2009-2011
4. Bank reference letter indicating evidence of accessibility to credit facilities of up to N100 Million.
5. Comprehensive Company profile showing organizational structure with names of key personnel involved in project implementation stating qualifications and professional registration where applicable (enclose photocopies of professional qualifications).
6. Evidence of experience as a prime contractor on at least one project of similar nature and complexity within the last three years, stating clients, cost with completion certificate and photographs attached.
7. Possess a substantial proportion of equipment required to successfully execute the contract.
8. Certified true Copy of Memorandum and Articles of Association duly endorsed by the Corporate Affairs Commission.
9. VAT registration certificate
10. Consent to allow for verification of firm's financial standing with the bankers
11. Evidence of compliance with the provisions of the Pension Reform Act, 2004.
12. HSE Community Affairs and security policies detailing the company's procedure for handling HSE, community affairs and security issues
13. A sworn affidavit that none of the Directors has been convicted in any country
14. Quality assurance/quality control manual

15. Any other proven evidence/document that would confirm the skill/competence of individual contractor.

G. Method and Submission of Application

Interested Consultants/Contractors are expected to submit Technical Pre-Qualification documents. Pre-qualification documents of five (5) sets of photocopies each should be submitted in a sealed envelope, clearly marked "CONFIDENTIAL: Pre-qualification for Consultancy Services (Capital Projects) LOT....."

OR

"CONFIDENTIAL: Pre-qualification (Capital Projects) LOT

Name and mailing address of the Company which shall be clearly stated at the back of each envelope and

Lot number on the top left hand side of the envelope

Failure to comply with the above requirements will automatically result in disqualification.

All submissions are to be addressed to:

The Ag Registrar

Federal University of Petroleum Resources

PMB 1221

Effurun, Delta State

H. Deadline for Submission

The pre-qualification documents should be submitted in the "Tender Box" at the office of the Ag Registrar on or before 19th December, 2012 at 12.00 noon,

Opening of Pre-Qualification Bids

The pre-qualification bids will be opened at 2.00 pm on the 19th of December 2012 and Tenderers are invited to attend the ceremony for the opening of the Lots at the University Auditorium

CAVEAT:

Response to this invitation shall not oblige the University to consider any responding Firm for qualification. All costs incurred as a result of response to this invitation and any subsequent requests for information shall be borne by the responding Firm.

Only pre-qualified Consultants/Contractors would be invited for Financial Bidding.

Signed:

R.A. EGBORGE (MRS)

Ag Registrar