

The Federal Polytechnic Offa
P. M. B. 420, Offa, Kwara State

Invitation for Pre-Qualification of Contractors 2011 – 2014 Merged Tetfund Intervention in Library Development

In compliance with the Public Procurement Act 2007, the Federal Polytechnic Offa invites interested, reputable and established competent Contractors to submit pre-qualification documents to express interest for the under listed projects:

(A) The Projects

- Lot A: Procurement of Assorted Textbooks; Journals and Reference Materials
- Lot B: E-Books Subscription and Heavy Duty Professional EMHD6188Lib Pedestal
- Lot C: E-Library Equipment's and Audio-Visuals
- Lot D: Procurement of Library Shelves, ACs, Laminating Machine and Furniture
- Lot E: Procurement of Power Generating Set
- Lot F: Procurement of Bindery Equipment
- Lot G: Procurement of Library Equipment

(B) The Contractors

General Procurement and installation of the above specifications to the high quality and completed at stipulated time within completion period.

(C) Pre-Qualification Requirements

Interested and competent Contractors wishing to be pre-qualified for contracts must submit the following:

- (a) Evidence of incorporation of Company, current tax clearance certificate for last three (3) years, which should reflect the value of the projects undertaken by company in the last three (3) years.
- (b) Certificate of compliance issued by the National Pension Commission as evidence of fulfilling employer's obligation to employees with respect to Pensions;
- (c) Evidence of payment of training contribution to Industrial Training Fund (ITF);

(d) Evidence of Registration on the National Database of contractors, consultants and service providers by inclusion of interim Registration Report issued by BPP.

These items a-d are mandatory and any submission that does not include them would not be shortlisted.

Others

(a) Comprehensive Company Profile including names and resume of key staff with genuine reachable addresses and phone numbers (enclose photocopies of credentials);

(b) Evidence of technological capability, equipment and experience in similar projects/activities as well as experiences/technical qualification of key personnel (copies of letters of award, certificate of successful completion and other reference letters should be attached;

(c) Evidence of financial capacity with Bank References.

(d) Company Audited Accounted for the last three (3) years and duly stamped by a registered Auditor

Original documents should be available for sighting on demand during or after the opening of pre-qualification documents.

(A) Submission of Completed Pre-Qualification Document

The completed pre-qualification documents must be in sealed envelopes. The type of contract must be written on the top left corner of the envelope; e.g. "Contract: Lot A- Procurement of Assorted Textbooks; Journals and Reference Materials".

Pre-qualification documents should be addressed and submitted to:

Registrar,

The Federal Polytechnic,

P. M. B. 420, Offa, Kwara State.

The submission of pre-qualification documents must **not be later than 11.00a.m, on Monday, 30thMay, 2016**. The Bid Opening shall take place by 12 noon on the same **Monday, 30th May, 2016** at the Polytechnic Main Campus Boardroom.

Submission of Pre-qualification documents to Federal Polytechnic Offa is neither a commitment nor an obligation to selection as Contractors or his agent.

Signed:

ALH. A.O. Raji

Registrar