

Invitation for Registration as Providers of Services at Ladoke Akintola University of Technology, Ogbomoso

Ladoke Akintola University of Technology, Ogbomoso

Invitation for Registration as Providers of Services

1. Introduction

The Governing Council of Ladoke Akintola University of Technology, Ogbomoso hereby wishes to register qualified Consultants in the following areas.

2. Areas of Required Services

- (i) Architecture and Building Consultants (Quantity Surveying, Land Surveying, etc.);
- (ii) Civil and Structural Engineering Consultants;
- (iii) Water Engineering, Mechanical and Electrical Engineering Services Consultants;
- (iv) Computer and Information/Communication Technology consultants;
- (v) Estate Surveyors and Valuers;
- (vi) Finance and Financial Services (Accounting and Audit Firms); and
- (vii) Insurance (Insurance Companies and Brokerage Firms).

3. Documentation

3.1 Prospective Consultancy firms and service providers are required to submit the following documents along with their applications:

- (i) Evidence of registration of company or business name with the Corporate Affairs Commission (Certificate of Incorporation for Limited Liability Companies and Registration of Business Names for Enterprises);

- (ii) Articles and Memorandum of Association, form CAC07 i.e. Particulars of Director and form CAC02 i.e. Particulars of Shareholders;
- (iii) Copy of Companies Income Tax Clearance Certificate;
- (iv) Copy of Personal Income Tax Clearance Certificates (of two Directors in case of limited Liability Companies or the proprietors) partners in case of enterprises) covering the last three years;
- (v) Value Added Tax (VAT) Registration Certificate and evidence of past remittances;
- (vi) Company Profiles;
- (vii) List and Verifiable documentary evidence of projects successfully executed in relevant sectors in the last five years. (Submission of copies of letter of engagement for services or commissioning, partnership or joint venture Agreement or Memorandum of Understanding (MOU) with specialized foreign consultancy firms or institutions will be an added advantage);
- (viii) List and Resume of Management and key professional Staff with photocopies of their academic qualification certificates and evidence of registration with relevant Professional Bodies;
- (ix) Name(s) and Contact Addresses) with e-mail/telephone numbers) of designated company Liaison with LAUTECH;
- (x) List of Equipment or Technology (state of the art) available for development on assignment;
- (xi) Company's three years Financial Summary and 3-Years Audited Accounts;
- (xii) Evidence of payment of non-refundable registration fee of Two hundred

thousand Naira (N200,000.00) only through Bank Draft in favour of

LADOKE AKINTOLA UNIVERSITY OF TECHNOLOGY,

OGBOMOSO, to be exchanged for University Official Receipt at the

Bursary Department; and

(xiii) Banking details: Name and Address of Banker, Account Name, Account

Number and Sort Code must be submitted after successful tendering.

4. General Information

Duly completed application for registration MUST reach, the Registrar, LADOKE AKINTOLA UNIVERSITY OF TECHNOLOGY, OGBOMOSO, Oyo State, on or before Thursday, April 10, 2014.

Interested firms are to submit their Applications in a sealed envelope clearly marked on the right hand corner as follows:

APPLICATION FOR REGISTRATION AS..... (STATE THE AREA OF INTEREST).

5. Verification of Information/Data Supplied

The registration process may also involve verification of information supplied by Consultants and Service Providers in their applications and Physical demonstration of special skills, trade, tools or equipment/machinery listed in their submissions. Consultants and Service Providers may also be requested to provide additional information or give further clarifications on submissions to the LAUTECH.

Misrepresentation of facts, gross misstatement or false declarations, if discovered, shall form the basis for disqualification or non registration.

Please Note That:

- (i) Late submission will be rejected;
- (ii) Consultants and Service Providers should clearly specify their area(s) of interest;

(iii) LAUTECH is not legally bound to enter into any contractual agreement or negotiation with any party based on this advertisement.

(iv) Any consultant or service providers not registered with LAUTECH will not be allowed to participate in the procurement activities of the University as from year 2014.

Note:

Interested Consultants/Service Providers who had responded to our earlier publication and paid the registration fee, need not pay again.

Signed:

J.A. Agboola

Acting Registrar