

The Federal Polytechnic

P. M. B 0231, Bauchi.

Invitation for Submission of Pre-Qualification and Tender Bids for Year 2011-2014 Merged TETFUND Library Development Intervention Projects

(1.0) Introduction

Interested, competent, reputable and qualified contractors are invited to submit pre-qualification and tender bids for the following TETFUND 2011-2014 Merged Normal Intervention projects:

- Lot L1 – Procurement of Books and Journals
- Lot L2 – Procurement of Library Shelves and Furniture
- Lot L3 – Procurement of Computers and Accessories
- Lot L4 – Procurement of Audio Visual Equipment
- Lot L5 – Procurement of Printing Press Machine and Accessories.
- Lot L6 – Procurement of Power Supply Equipment

(1.0) Mandatory Pre-qualification Requirements (without score)

- (a) Evidence of incorporation registration with Corporate Affairs Commission (CAC) and Forms C02 and C07 containing list of directors and Shareholdings.
- (b) Company Tax Clearance Certificate for year 2013, 2014 and 2015.
- (c) Pension Certificate of Compliance from the National Pension Commission (PLNCOM) valid till December 2016.
- (d) Industrial Training Fund (ITF) Clearance certificate valid till December 2016.
- (e) Evidence of registration and remittance to National Social Insurance Trust Fund (NSITF).
- (f) Evidence of Registration with the Bureau of Public Procurement (BPP) database
- (g) Sworn Affidavit that none of the directors of the company has been convicted in any country for any criminal offence and that the company is not bankrupt or under receivership.
- (h) Sworn Affidavit disclosing whether or not any officer of the Polytechnic or BPP is a former or present director, shareholder or has any pecuniary interest in the company.

(i) A written and signed attestation by a director of the company that the company shall not sublet the contract without the written approval of the client; shall employ and maintain the relevant technical staff claimed during the project execution; shall deploy the equipment claimed in the project execution.

(2.0) Other Requirements (with Score)

- (a) Evidence of VAT registration and remittances.
- (b) Company Audited Account for year 2013, 2014 and 2015.
- (c) Letter of company reference from a reputable registered commercial bank with account name and number.
- (d) Evidence of social/community responsibility.
- (e) Company profile indicating: full location address, contact phone number(s), e-mail address: curriculum vitae of key staff with academic and professional certificates, list of relevant equipment, list of verifiable completed on-going projects within 2011 to 2015 with evidence of award and completion/execution in that order.

(3.0) Collection of Tender Documents

Tender documents can be collected at Room 25, Central Administrative Building after paying a non-refundable tender processing fee of N20,000.00 for Lot L1 and N15,000.00 for each of Lots L2 – L6 projects at the cash office of the Bursar, department.

(4.0) Submission and Opening of Documents

- (a) Pre-qualification documents are to be sealed in an envelope and marked as such with the Lot number and title targeted written at the top right corner and addressed to the Registrar, Federal Polytechnic, Bauchi.
- (b) Tender documents are to be similarly treated and contact phone number(s) and e-mail address only written at the back of the envelope.
- (c) Both envelopes are to be sealed in a bigger envelope with the targeted Lot number and title written at the top right corner and addressed to the ‘Registrar, Federal Polytechnic Bauchi’ for submission **not later than 12:00 noon 30th May 2016**.
- (d) Pre-qualification bids will be opened **on 30th May 2016 at 12:15pm** at the Council Chamber of the Polytechnic.
- (e) Tender bids of pre-qualified contractors shall be opened at a later date after notification.
- (f) All interested contractors and other stakeholders are invited to attend.

(5.0) Important Information

- (a) The submission of documents should not be construed as a commitment by the institution nor shall it entitle any contractors or his agent to make any claims whatsoever or seek any indemnity.
- (b) The Polytechnic reserves the right to verify any document submitted by the bidder
- (e) A company shall bid for one (1) project only.

Haj. Rakiya U. Maleka

Registrar and Secretary to the Council