

## **Industrial Training Fund (ITF)**

### **Invitation for Technical and Financial Tender for Procurement of Specialised Equipment and Construction of Workshop Laboratories for Facility Technology Culinary and Mechatronic Departments of the Model Skills Centre (MSTC) Abuja**

#### **(1.0) Preamble**

The Industrial Training Fund (ITF) seeks to procure specialized and customized Equipment and to Construct Laboratories to complete training Modules in Facility Technology, Culinary and Mechatronics in its Model Skills Training Centre at Wuse II Abuja.

The procurements are to be funded from its 2016 Budget from Internally Generated Revenue (IGR).

#### **(2.0) AVAILABLE LOTS**

<b>S/NO</b>	<b>DEPARTMENT</b>	<b>PROJECT DESCRIPTION</b>	<b>NO. OF LOT</b>	<b>BID PROCESSING FEE N</b>
1	Culinary	Supply of Kitchen Utensils	1	20,000.00
2	Culinary	Supply of Kitchen Equipment	1	20,000.00
3	Culinary	Supply of Power Generating Set	1	20,000.00
4	Facility Technology	Fabrication, Installation & configuration of Equipment & Tools for Integrated Building, facility and System Maintenance Workshops	1	30,000.00
5	Facility Technology	Supply of Equipment for Fire and Protection System	1	20,000.00
6	Facility Technology	Supply of Industrial Electrical Materials for	2	20,000.00

		Facility Technology Workshops		
	Facility Technology	Supply of Mechanical tools & Equipment for facility Technology Workshops		
7			1	20,000.00
	Mechatronic	Supply of Electrical/Electronic Equipment and Tools for Mechatronic Workshops		
8			1	20,000.00
	Mechatronic	Construction & Installation of Programmable Logic Control (PLC) with power Supply and Training Software		
9			1	20,000.00
	Mechatronic/ Culinary	Supply of Workshop Furniture for Mechatronics Workshop		
10			1	20,000.00

**(3.0) INSTRUCTION TO TENDERERS**

- (i) Respective bidders must show evidence of payment of non-refundable Tender Processing Fee as indicated for the Lots above before collection of bidding documents.
- (ii) Bids with Validity Period of less than 60 days shall not be considered.
- (iii) Bids not properly marked ‘Technical’ or ‘Financial’ with Lot No and properly signed shall be rejected.
- (iv) For Financial Bid to be considered, prospective bidder must be technically pre-qualified by demonstrating qualification in the following areas:

- (a) Evidence of Registration with Corporate Affairs Commission (CAC).
- (b) Photocopies of Memorandum and Article of Association
- (c) Tax Clearance Certificate for 3 years (2013 – 2015)
- (d) Certificate of Registration for VAT
- (e) Audited Accounts for 3 years (2013 – 2015)
- (f) Evidence of Bank's support
- (g) Certificate of Compliance with Pension Reforms Act 2004 issued by Pension Commission or evidence of Exemption.
- (h) Certificate of Compliance with Industrial Training Fund amendment Act 2011 issued by the ITF or evidence of Exemption.
- (i) Evidence of enlistment on the National Data Base for Companies by the Bureau of Public Procurement(BPP)
- (j) Company Profile which should include:
  - (j) Names of current Directors as registered with CAC
  - (ii) List of affiliated companies overseas with dealing on Tools and Equipment
  - (iii) List of verifiable projects successfully executed on the subject matter of this procurement for the immediate past three years.
- (k) Sworn affidavit indicating that;
  - None of the Directors of the Company has been convicted in any court of law for criminal offence involving financial impropriety.
  - No Officer of the Industrial Training Fund is a former or present Director, shareholder or has any pecuniary interest in the company.
  - The Company is not in receivership, insolvent or bankrupt.

#### **(4.0) SUBMISSION OF PRE-QUALIFICATION AND FINANCIAL TENDERS**

Document for pre-qualification and Financial Tender shall be submitted separately in sealed envelopes addressed to:

**The Director-General**

**Industrial Training Fund Headquarters, Jos**

and marked boldly at the right hand corner: “Pre-Qualification Documents” for Technical bids and “Financial Bid” with Lot Number for Financial Tender and dropped in either of the Tenders Boxes as relates to each Submission at the Headquarters Complex building Reception between the hours of 8:30 a.m. to 4:00 p.m. daily **before 12:00 noon of 28<sup>th</sup> July, 2016.**

**(5.0) OPENING OF PRE-QUALIFICATION DOCUMENTS**

Pre-qualification documents shall be publicly opened by **12:30 p.m. on 28<sup>th</sup> July, 2016.** Representatives of respondent companies are by this advertisement invited to witness the Bid Opening exercise which shall be conducted at the ITF Headquarters Annex building Hall. Financial Tender shall be opened after Pre-qualification has been concluded for successful companies only. The date and time shall be communicated to pre-qualified companies in due course.

**(6.0) NOTE**

- (1) Late submission of Pre-qualification application and Financial Tender shall be rejected. Bids submitted outside the prescribed procedure shall not be considered.
  
- (2) This Invitation Shall not be construed for commitment on the ITF for contract award nor shall it entitle the Tenderer to make any claim whatsoever for indemnity from ITF by virtue of having responded to the advertisement.

**Signed:**

**Director, Procurement Department,**

**For: Acting Director-General/Chief Executive**