

Federal School of Medical Laboratory Technology (Sciences)

P.M.B 2253 Jos, Nigeria

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Invitation for Tender

1.0 INTRODUCTION

The Federal School of Medical Laboratory Technology (Science), Jos intends to undertake the procurement of various goods and services under the 2016 Recurrent and Capital Budgets, in compliance with the Public Procurement Act 2007, the school invites interested and reputable Contractors with relevant experience and good tract records to submit documents necessary for consideration for the execution of these projects:

2.0 DESCRIPTION OF WORK:

LOT 1; Procurement of Research Equipment for Research Methodology (Mycology), Histopathology, Chemical Pathology and Haematology Laboratories

LOT2: Procurement of Medical Laboratory Chemicals/Reagents for General/Teaching Laboratories

LOT3: Renovation of Hostels & Construction of Water Reticulation and Incinerator at the Hostels

LOT 4: 5 Days workshop and Training on HIV, Blood Products /Vaccine Production Medical Laboratory Scientists Perspective.

LOT5: 5 Days Workshop on Accounting and Auditing Procedures for Public Servants

3.0 REQUIREMENTS:

Prospective Bidders are required to submit the following documents:

- (i) Certificate of Registration with Corporate Affairs Commission (CAC)
- (ii) Evidence of current Tax Clearance Certificate for the last three (3) years ending December 2016;
- (iii) Evidence of VAT Registration with TIN No. and up-to-date remittance(s);
- (iv) Evidence of current Certificate of Compliance by the National Pension Commission (PENCOM) in line with Pension Reform Act 2014 (as amended);

- (v) Evidence of current Certificate of Compliance by the Industrial Training Fund (ITF) in line with the amended Industrial Training Fund Act 2011;
- (vi) Evidence of compliance with the Employees Compensation Act which requires that all Employers of labour must remit 1% of the total annual emolument of their workers to the Nigerian Social Insurance Trust Fund (NSITF);
- (vii) Evidence of registration on the National Database of Contractors, Consultants and Service Providers with the Bureau of Public Procurement (BPP);
- (viii) A sworn affidavit disclosing whether or not any officer(s) of the School or Bureau of Public Procurement is a former or present Director, Shareholder or has any pecuniary interest in the bidder and confirming that all information presented in its bid are true and correct:
- (ix) Company Audited Accounts for the last three years, showing annual turnover
- (x) Evidence of experience with similar jobs in the past three years. This should include the scope/volume of work and the amount which should be verifiable
- (xi) Evidence of financial capability to handle the job and bank support.
- (xii) Location of showroom, warehouse and maintenance workshop (not postal address(es))
- (xiii) Company profile including names and technical qualification(s) of key personnel
- (xiv) Evidence of availability of spare parts (For Lot 1 & 2 only)
- (xv) Evidence of maintenance capability and after sale service for at least 5 years from date of commissioning of equipment (For Lot 1& 2 only)
- (xvi) Registration with the school is not mandatory.

4.0 COLLECTION OF TENDER DOCUMENTS:

Interested companies/firms should collect bid documents containing specification for the jobs from the Accounts Unit of the School on payment of N10,000.00 non-refundable tender fee for each lot at the school from 9am- 3pm working days.

5.0 SUBMISSION OF TENDER DOCUMENTS:

The complete tender documents must be submitted unconditionally in the following prescribed manner.

(i) A Technical Proposal containing the firms technical qualifications as required in paragraph 3 above: sealed and marked Technical Proposal for..... ” at the topmost right-hand corner of the envelope with the name and phone number of the company written at the back of envelop;

(ii) A Financial proposal comprising the filled tender document in a separate envelop boldly marked: Financial tender for..... “at the topmost left-hand corner of the envelope with the name and current phone no of the company boldly written at the back or the envelope.

The two envelops must be sealed in a single larger envelop marked tender for.....” at the top left hand corner of the envelope with appropriate LOT Number, the name of the bidder clearly written on the reverse side and addressed **to:**

**The Provost/CEO,
Federal School of Medical Laboratory Technology (Science),
Jos, Plateau State**

The sealed envelope should be deposited in the Tender Box situated at a designated place in the Provost Office and Administrative Department on or before **12.00noon prompt on Monday 25thJULY, 2016.** Late Bids will be rejected.

6.0 CLOSING OF SUBMISSION/OPENING OF TENDERS:

Submission of Tender will close on **25th JULY, 2016 by 12:00noon.**

All Technical bids received will he opened on **25th JULY, 2016** at the School’s Mini Hall immediately after close of the submission by 12noon in the presence of firm’s representative who chooses to attend. ONLY technically qualified bidders will be invited for the Financial Bid Opening.

Subsequently, within the year, contracts within the approval threshold of the Provost will be placed on the School Notice Board for interested contractors/suppliers.

7.0 DISCLAIMER

(i) This advertisement shall not be construed as a commitment on the part of the School to award any or all of the above listed contracts.

(ii) The School will not be responsible for any cost or expenses incurred by any interested party(ies) in connection with any response to this invitation and or the preparation or submission in response to an inquiry.

**Signed:
PROVOST/CEO**

