

**Benue State University**  
**PMB, 102119, Makurdi**  
**(Office of the Registrar)**

**Invitation for the Pre-Qualification/Tender of Contractors for Pest Control Services**

**(1.0) Introduction**

The Benue State University, Makurdi invites suitably qualified and experienced companies for pest control services within the University.

**(2.0) Pre-Qualification Requirements**

Interested and competent contractors with experience in executing services of similar nature are requested to submit pre-qualification documents, neatly bound, paginated and arranged in the following order for consideration:

- (i) Evidence of registration and incorporation of company with Corporate Affairs Commission (CAC)
- (ii) Company income Tax Certificate for the past three years (CTC)
- (iii) Company Audited Accounts for the past three years (CAA)
- (iv) List of key staff with evidence of proficiency and experience.
- (v) Evidence of financial capacity and bank support.
- (vi) Evidence of registration of Contractor with the University.
- (vii) Verifiable list of similar services as successfully completed in the last 3 (three) years with names of client, evidence of award and completion certificates.
- (viii) VAT Registration and evidence of VAT remittances
- (ix) Evidence of company current registration with NESREA in environmental systems management or registration with Environmental Health Officers Registration Council of Nigeria as a Pest Control Manager.
- (x) Evidence of compliance with the provision of section 16 (c) of Industrial Training Fund (ITF) Act on 1% Contribution of any employer having 5 or more employees in his establishment (Registration and Remittances).
- (xi) Evidence of possession of pest control equipment.
- (xii) A sworn affidavit indicating the authenticity and verifiability of all submissions.

(xiii) A sworn affidavit indicating that none of the directors of the company had been convicted for any criminal offence either at home or abroad.

### **(3.0) Financial Bid Requirement**

Interested bidders are to collect tender documents from the Procurement Unit of the Benue State University at a non-refundable tender fee of Fifty Thousand Naira (N50,000,00) only payable to Benue State University in bank draft. A copy of payment receipt **MUST** be attached to the financial tender document.

### **(4.0) Submission of Tender Documents**

(a) Two copies of all Pre-qualification Tender documents to be submitted must be in a sealed envelope and marked at the top-right hand corner of the envelope **Pre-qualification for Pest Control Services**.

(b) One copy of Financial Tender document (priced bill of quantities) to be submitted must be in a sealed envelope and marked at the top-right corner of the envelope Financial Tender for Pest Control Services

All envelopes for both the Pre-qualification Tender documents and Financial Tender documents should be placed in a bigger envelope and addressed to:

**The Registrar,  
Benue State University,  
Makurdi,**

The tender document must be dropped into the big box in the Registrar's Office. Benue State University **on or before 12noon, Tuesday, April, 26, 2016**

### **(5.0) Note:**

(a) The Technical/Financial bids will be opened immediately on the same day. That is; **Tuesday, 26<sup>th</sup> April, 2016** at noon in the Senate Chambers of Benue State University in the presence of bidders/representatives.

(b) Late submission will be rejected.

(c) That this advertisement is not a commitment on the part of the Benue State University nor shall it entitle any person to make any claim whatsoever and or seek any indemnity from the University by virtue of such person having responded to the advertisement.

(d) That after the pre-qualification exercise, only tenders from pre-qualified Contractors for contracts and jobs will be used and the University shall not enter into any correspondence with unsuccessful applicants.

**Dr. T. I. Utile**

*Registrar and Secretary to Council*