

University of Lagos, Nigeria

Invitation to Pre-Qualification Exercise

Introduction:

The University wishes to invite reputable, and seasoned contracting firms with proven track record and expertise to express interest in the under-listed projects to be funded by TETFund:

| No Projects | Scope | Contract Number | Non-Refundable Pre-Qualification Fees |
|-------------|---|--------------------------|---------------------------------------|
| 1 | Construction of Art and Craft Centre | UL/TETF/15/05 N30,000.00 | |
| | The project is a one floor reinforced concrete framed building with provision for offices, galleries, art room and necessary ancillary facilities | | |
| 2 | Procurement of selected Art Equipment for the Art | UL/TETF/15/06 N30,000.00 | |
| | This will include the supply and installation of specific | | |

and Craft art and craft
Centre equipment

Pre-Qualification Requirements

(A) Compulsory and Mandatory Requirements:

- (i) Evidence of certificate of incorporation with the Corporate Affairs Commission (CAC);
- (ii) Company Audited Account for the last three years duly stamped;
- (iii) Evidence of Tax Clearance Certificate for the last three (3) years (2012, 2013 and 2014);
- (iv) Evidence of Value Added Tax (VAT) registration;
- (v) Current Pension Clearance Certificate from the National' Pension Commission (PENCOM), in compliance with the provisions of section 16(6)(d) of the Public Procurement Act 2007 as related to Pensions;
- (vi) Evidence of compliance with the statutory provision of section 6 (1 – 3) of the Industrial Training Fund (ITF) Amendment Act, 2011; and
- (vii) Evidence of receipt of payment of the Non-refundable Expression of Interest Fees at the UNILAG Cash Office or a Bank Certified Cheque.

Please note that failure to provide any of the items indicated above will automatically disqualify the Bidder.

(B) Other Requirements

- (i) List and source of equipment to be used for the project;
- (ii) Indication of Technical and Administrative staff strength, with academic/ professional qualifications and years of experience of key personnel available for the project;
- (iii) Bank reference from a reputable bank; and

(iv) Verifiable evidence of similar jobs successfully executed or being executed in Nigeria over the last five years, stating: type, cost and evidence of award and completion.

Collection of Documents

Pre-qualification forms shall be made available to interested companies on presentation of the receipt issued at the Cash Office of the University in respect of this tender, from the office of:

**The Director, Works and Physical Planning Department,
Commercial Road (Near Forte Petrol Station),
University of Lagos, Akoka**

Submission of Documents

The original and one (1) copy of the Technical bid documents should be submitted in an envelope marked "Confidential..... (Please State the Specific Project). The sealed envelope should be addressed and submitted, **not later than 3:00 p.m. on 10th August, 2015, to:**

**The Registrar,
c/o Council Affairs Office, 5th Floor, Senate House,
University of Lagos, Akoka, Lagos**

Bids will be opened at the University Council Chamber in the presence of prospective contractors immediately after close of submission. Attendance at this opening event is important.

Participation in the Pre-qualification exercise and any related process neither creates any commitments nor establishes any legal relationship with the University of Lagos. It is a pre-condition for further consideration of bid in line with Due Process.

**Dr. Taiwo F. Ipaye, MNIM
Registrar & Secretary to Council**