

University of Agriculture

P.M.B. 2373 Makurdi

Invitation to Tender

(1.0) Introduction

The University of Agriculture, Makurdi is desirous of implementing some projects to be financed from the Tertiary Education Trust Fund (TETFUND) under 2011/2012/2013/2014 Normal Intervention in Library Development Projects

Consequently, the University hereby invites interested and reputable Contractors and suppliers to Tender for the implementation of the underlisted projects.

Lot	Description of Projects	Non Refundable Tender Fee (₦)
Lot 1	Procurement of 1,976 Nos. of assorted books for College of Engineering/Food Technology/Management Sciences	20,000.00
Lot 2	Procurement of 1,430 Nos. assorted books for College of Science	20,000.00
Lot 3	Procurement of 1,297 Nos. assorted books for College of Agricultural & Science Education/English Literature/Reference Sources	20,000,00
Lot 4	Procurement of 1,144 Nos. assorted books for Colleges of Veterinary Medicine, Animal Science, Forestry and Fisheries Agronomy and Food Technology	20,000.00

Procurement, Supply and Installation
Lot 5 of Metallic Bookshelf/Study Carrel (4- 20,000.00
in-1).

Procurement, Supply and Installation
Lot 6 of Library Furniture 20,000.00

Procurement, Supply and Installation
Lot 7 of Library Equipment 20,000.00

(2.0) Tenser Requirements

Interested Contractors/Supplier are to submit with their tenders the following documents:

- (a) Evidence of Certificate of incorporation and Registration with the Corporate Affairs Commission (CAC).
- (b) Evidence of Company Tax Clearance Certificate for the last Three (3) years (2012, 2013 and 2014).
- (c) Evidence of Company Audited Accounts for the last Three (3) years (2012, 2013 and 2014).
- (d) Evidence of Compliance with Pension Contribution by Inclusion of Current Pension Clearance Certificate issued by the National Pension Commission (PENCOM).
- (e) Evidence of Compliance with Industrial Training Fund (ITF) Act No. 19 of 2011 by Inclusion of Current Industrial Training Fund Certificate issued by the Industrial Training Fund.
- (f) VAT Registration Certificate
- (g) Detailed company Profile including Curriculum Vitae/Professional Qualification of Key Company Staff.
- (h) Evidence of Verifiable Financial Capability/Reference letter from a Reputable Bank (attach bank Reference letter).

- (i) Evidence of Experience in jobs of similar Nature and Complexity Executed within the last five (5) years with verifiable letters of Contract award and Certificate of Job completion.
- (j) A sworn Affidavit that all the information/documents provided is correct and verifiable by the organization.

(3.0) Collection of Tender Documents

Tender Documents are to be collected from the office of the Head, Procurement Unit, Physical Planning Department between the hours of 10:00am – 3:00pm daily upon presentation of payment details from Skye Bank, Account No: 1750021492 of the non-refundable tender fee prescribed for the Lot.

(4.0) Submission of Tender Documents

(4.1) Interested Bidders are to submit tender documents in sealed envelopes appropriately marked “Tender Documents” stating the particular Lot at the top right hand corner of the envelope and addressed to:

**The Registrar,
University of Agriculture,
Makurdi.**

(4.2) Tender Documents for each Lot shall be submitted Separately

(4.3) The closing date for submission of Tenders is 4th September, 2015 by 12 Noon.

(5.0) Opening of Tender Documents

The Tenders shall be opened **on 4th September, 2015 at 12:00 Noon**, in the University Senate Chambers. All bidders are hereby invited to attend the bid opening.

(6.0) Please Note

(1) The University of Agriculture, Makurdi reserves the right to reject any or all “Financial bids”.

This notice of “Invitation to Tender” shall neither be construed as a commitment on the part of the University nor shall it entitle any company to make claims whatsoever or seek any indemnity from the University of Agriculture, Makurdi.

(2) The University of Agriculture, Makurdi reserves the right to verify any claim by the bidders.

(3) Non-compliance with any of the items a – j of 2.0 will lead to disqualification of Tender.

(4) Submissions made by e-mail and late submissions will be rejected.

Signed:

Barr. (Mrs) C.C.O. Ohemu

Registrar.