

Lagos State Polytechnic

Sagamu Road, Ikorodu

www.mylaspotech.edu.ng

Open Invitation for Pre-Qualification of Contractors for Year 2014 Tertiary Education Trust Fund (Tetfund) Intervention in Library Development

1.0 PREAMBLE

Lagos State Polytechnic desires to execute the following Tertiary Education Trust Fund (TETFund) Year 2014 Intervention in Library Development. The Institution invites reputable and proven contractors for pre-qualification for the following projects:

LOT 1. Procurement of 629 Nos. Assorted Text Books in various subjects

LOT 2. Procurement of e-granary Digital Library, Server and e-resources

LOT 3. Procurement of e-books and e-journals:

(i) Ebsco host e-journal/Database Subscription (2 Years)

(ii) Ebsco and e-library e-books Subscription (3 Years)

LOT 4. Procurement of Library furniture (Bookshelves, Catalogue Cabinet, Wooden Bookcase, Library Cloak and Kickstep Stool)

LOT 5. Procurement of Photocopier, Scanner, HP Laptop, Coloured Printer, Black & White Printer and Air conditioners (Chillers)

2.0 PRE-QUALIFICATION DOCUMENTS

The following documents MUST be submitted by interested applicants, as lack of any of these underlisted pre-qualification requirements will automatically disqualify the erring applicant:

- 2.1 Copy of the Company's Certificate of Incorporation with Corporate Affairs Commission.
- 2.2 Copy of current Certificate of Registration with Federal or State Ministry of Works.
- 2.3 Copy of Evidence of Registration with Lagos State Polytechnic.
- 2.4 Evidence of payment of VAT, Education Tax and Pension contributions.
- 2.5 Copy of Current Tax Clearance Certificate.
- 2.6 Copy of Payment Receipt for Current Lagos State Development Levy (2016).
- 2.7 Evidence of compliance with Section 6(1) – (3) of the amended ITF Act 2001 i.e. Payment of ITF Training Contributions on Employees.
- 2.8 Evidence of Company's Financial Standing (Last 3 years Audited Reports, 3 months Bank Statement and Letter of Reference from a reputable bank, etc).

- 2.9 Evidence of previous jobs executed, with full record of commencement and completion dates.
- 2.10 Evidence of Technical Competence.
- 2.11 Copy of the Company's profile with relevant information, showing registration of key personnel/professional staff with relevant professional/regulatory bodies.
- 2.12 Evidence of Social Responsibility in terms of Endowment, Sports, etc.
- 2.13 A verifiable Affidavit under the Procurement Act 2007 or relevant state law sworn to at the State/Federal High Court indicating that the company is not in receivership; none of its Directors have been convicted for fraud; and disclosure of any relationship with the Polytechnic Personnel.
- 2.14 Any other convincing evidence.

3.0 PRE-QUALIFICATION FEES

3.1 Submission of Pre-qualification documents should be accompanied with evidence of payment of N50,000.00 (fifty thousand naira) only with Bank Draft in favour of Lagos State Polytechnic, Ikorodu.

4.0 METHOD OF APPLICATION

4.1 The Pre-qualification documents should be submitted in wax-sealed envelope "**clearly marked Pre-Qualification for Library TETFund Year 2014**" The envelope should bear no identification of the bidder externally, but marked with the title of the particular lot/project at the top left hand corner and addressed to;

The Registrar,

Lagos State Polytechnic, Ikorodu.

4.2 Submission of the completed pre-qualification documents to be dropped inside the Tender Box in the Council Chamber, Lagos State Polytechnic, Ikorodu. **Not later than 2nd June, 2016**
N.B: **It** should be noted that only pre-qualified applicants will be invited to tender for the project and no correspondence shall be exchanged with unsuccessful applicants. This advertisement for open invitation for Pre-qualification for proposed Year 2014 Tertiary Education Trust Fund Intervention in Library Development in the Polytechnic should not be considered as a commitment on the part of Lagos State Polytechnic, Ikorodu; nor shall it entitle any company to make any claim(s) whatsoever and/or seek any indemnity from the Polytechnic.

Signed

Mrs. Aderonke Olufunke Ige

Registrar/Secretary, Governing Council

