

## **UNIVERSITY OF LAGOS, AKOKO, NIGERIA**

### **PRE-QUALIFICATION TO TENDER**

The University of Lagos a Federal Tertiary Institution established by the University of Lagos Act, 1967 (as amended) CAP U9 Laws of the Federal Republic of Nigeria, 2004 and having its main campus at Akoka, Yaba, Lagos, Nigeria is desirous of embarking on the proposed project and hereby invites interested and reputable bidders to participate in the tender exercise for the project described hereunder

<b>S/N</b>	<b>Project</b>	<b>Contract</b>	<b>Scope</b>	<b>Source of Funds</b>	<b>Non-Refundable Prequalification Fees</b>
1	Construction of clinical Skill Laboratory Building at College of Medicine	UL/PC/11	This is a reinforced concrete framed four (4) floor building comprising laboratories, lecture rooms and offices with all necessary ancillary facilities	TETFUND	N20,000.00

Bidders are mandated to submit the documents listed hereunder as same shall comprise the Technical Document:

(a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC), including Article and Memorandum of Association of the company and up to date Annual Returns with CAC.

(b) A Sworn Affidavit certifying as follows:

(i) The company is not in receivership, insolvency or bankruptcy.

(ii) The company does not have any director who has been convicted by any court in Nigeria and any other country for criminal offences in relation to fraud or financial impropriety.

(iii) That no officer of the University of Lagos or Bureau of Public Procurement is a former or present director or shareholder of the company.

(iv) That all information presented in the documents are true and correct in all particulars

(c ) Company Audited Account for the last three (3) years (2014, 2015 and 2016) duly signed and stamped by a professional accounting/auditing firm and signed by the Client.

(d) Evidence of Tax Clearance certificate for the last three (3) years (2014, 2015 and 2016).

(e) Pension Clearance certificate valid for 2017 issued by the National Pension Commission (PENCOM).

(f) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid for 2017

(g) Industrial Training Fund (I.T.F.) Certificate valid for 2017 in compliance with Section 6 of the Industrial Training Fund Amendment Act, 2011.

(h) Verifiable list of major building construction equipment and facilities including registration numbers, chassis numbers, location (where they can be inspected) and remarks whether these are owned leased or hired.

(i) Company's Health Safety and Environmental Policy.

(j) Satisfactory bank reference from a reputable bank stating the Company's creditworthiness and ability to obtain financial support for the project execution if the need arises.

(k) Evidence of registration on the National data base of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report valid for 2017 issued by the Bureau of Public Procurement. (BPP).

(l) Evidence of payment of non-refundable pre-qualification fee at the Cash Office of University of Lagos

(m) Bidders shall have an average annual turnover of not less than Three Hundred and Thirty Four Million Naira (₦334, 000,000.00) in the last three years

(n) Evidence of work experience as the main contractor executing or having executed a minimum of three (3) numbers 4- storey building construction projects, two of which must have been in the last five (5) years. Copy of award letters, last interim certificate of valuation for ongoing projects, completion certificate and final maintenance certificates where applicable are to be enclosed,

(o) List of proposed key personnel stating their role, designation qualification and years of experience. (Certificate of registration with relevant professional bodies as well as academic certificates are to be attached).

The following are the minimum requirements for the technical/professional staff:

- (i) One (1) ARCON registered Architect with practicing licence valid for 2017);
- (ii) One (1) COREN registered Civil/Structural Engineer with practicing licence valid for 2017);
- (iii) One (1) QSRBN registered Quantity Surveyor with practicing licence valid for 2017);
- (iv) One (1) COREN registered Mechanical Engineer with practicing licence valid for 2017);
- (v) One (1) COREN registered Electrical Engineer with practicing licence valid for 2017);
- (vi) One (1) CORBON registered Builder with practicing licence valid for 2017);

#### **COLLECTION OF TENDER DOCUMENTS**

Tender documents shall be made available to interested bidders on presentation of the receipt issued at UNILAG Cash Office in respect of the Tender from the office of:

**The Ag. Head, Procurement Unit,  
Room 806,  
Eighth Floor, Senate House,  
University of Lagos,  
Akoka, Yaba, Lagos.**

#### **SUBMISSION OF TENDER DOCUMENTS**

(i) The pre-qualification documents should be arranged in the order listed above and two (2) sets should be submitted, an original and a copy version in A4 sized paper, spiral bound, numbered serially with documents arranged orderly and duly signed by your Company authorized signatories.

(ii) The two (2) sets of the pre-qualification documents (i.e. the original and copy version) should be packaged in two (2) separate envelopes, clearly labelled with the bidder's name and the name of the project boldly marked on all envelopes as: **PRE-QUALIFICATION DOCUMENTS FOR (Title of Project)**

The two (2) sets sealed Prequalification documents should be submitted not later than **11 a.m. on Thursday, 10<sup>th</sup> August, 2017 to:**

**The Registrar,  
5<sup>th</sup> Floor, Council Affairs Office,  
Room 524,  
University of Lagos,  
Akoka, Yaba, Lagos.**

The Prequalification documents shall be opened immediately following the deadline for the submission of bids at the University Council Chamber in the presence of all bidders and interested members of the public.

**IMPORTANT INFORMATION**

(a) Failure to comply with the above requirements shall automatically result in the disqualification of a bidder.

(b) The University Management reserves the right to verify the authenticity of any claim made in the Tender documents submitted by bidders.

(c) The University Management reserves the right to annul the selection process at any time without incurring any liabilities and attributing any reason thereof.

(d) The University shall not be responsible for any cost incurred by the bidders in connection with response to this advertisement.

(e) Participation in this process and any related process neither creates any commitment nor establishes any legal relationship with the University of Lagos. It is merely a pre-condition for further consideration of the Tender.

**Signed**

**Dr. (Mrs.) Taiwo F. Ipaye. FNIM  
Registrar & Secretary to Council**