

**FEDERAL REPUBLIC OF NIGERIA
FEDERAL MINISTRY OF EDUCATION
FEDERAL SCIENCE AND TECHNICAL COLLEGE (FSTC) OTUPKO, BENUE STATE**

**REQUEST FOR EXPRESSION OF INTEREST FOR CAPACITY BUILDING TRAINING
FEDERAL SCIENCE AND TECHNICAL COLLEGE (FSTC) OTUPKO, BENUE STATE**

(1) INTRODUCTION

The Federal Government of Nigeria has allocated Funds to the Federal Science and Technical College (FSTC), Otuopko, Benue State in the 2018 Appropriation for capacity building toward achieving the mandate of the College.

Accordingly, the College wishes: to Request for Proposals from reputable service providers with relevant proven competence for Capacity Building – Training on Products Preservation and Food Security.

(2) ELIGIBILITY REQUIREMENT

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including form CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2019;
- (c) Evidence of current Pension Compliance Certificate valid till 31st December, 2019;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2019;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2019;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 30/06/2019 or valid Certificate issued by BPP;
- (g) Sworn Affidavit disclosing whether or not any officer of the relevant, committees of Federal Science and Technical College, Otuopko or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in the bid are true and correct in all particulars;
- (h) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- (i) Copy of Audited Accounts in the last throe (3) years 2016, 2017 and 2018;

- (j) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the training, including copies of their Academic/Professional Qualifications;
- (k) Evidence of Registration with Centre for Management Development (CMD);
- (l) Verifiable documentary evidence of a least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Job Completion Certificates.
- (m) All documents for submission must be transmitted with a Covering/ Forwarding letter under the Company/Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate -Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

(3) SUBMISSION OF EOI DOCUMENTS

Interested Service Providers are to submit two (2) bound copies of Expression of Interest (Eoi) documents, separated by dividers. The Documents should be submitted in sealed envelopes and addressed to the Principal, Federal Science and Technical College, Otuopko and clearly marked with the name of the Project and the reverse of each sealed envelope should have the name and address of the Bidder and should be deposited in the Tender Box at the Principal Office, Federal Science and Technical College, Otuopko, **not later than 12:00 noon on Wednesday, 8 May, 2019.**

(4) OPENING OF EOI DOCUMENTS

Expression of Interest (Eoi) documents will be opened immediately after the deadline for the submission at **12:00 noon on Wednesday, 8 May, 2019** at the CBN Hall, Federal Science and Technical College, Otuopko, Benue State in the presence of Bidders or their representatives. Please, ensure that you sign the Bid Submission Register at the address stated above, as the College will not held liable for misplaced or wrongly submitted bids.

(5) PLEASE NOTE THAT

- (i) Bid must be in English language and signed by a official Authorized by the bidder.
- (ii) Bids submitted after the deadline for submission would be returned un-opened;
- (iii) All costs will be borne by the bidders;
- (iv) Only shortlisted bidders will be contacted at a later date for collection of Request for Proposal;
- (v) The Federal Science and Technical College, Otuopko is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.

SIGNED:

**THE PRINCIPAL
FSTC, OTUPKO, BENUE STATE**