

SPECIFIC PROCUREMENT NOTICE (SPN) FOR YEAR 2017 CAPITAL AND RECURRENT PROJECTS IN TERTIARY EDUCATION TRUST FUND (TETFUND)

(1) INTRODUCTION

This Specific Procurement Notice follows the General Procurement Notice (GPN) for 2017 capital and recurrent projects published on Monday 21st August, 2017 in Authority Daily Newspaper, Blueprint Newspaper, Federal Tenders Journal and on the TETFund website. The Tertiary Education Trust Fund (TETFund), in compliance with the provisions of the Public Procurement Act (2007), hereby invites eligible Contractors and Suppliers to submit Technical and Financial bids for the following:

(i) SERVICES

Lot 1: Facility Management.

(ii) GOODS

Lot 2: Book Scanning Machine

(iii) WORKS

Lot 3: Procurement and Installation of 1000 KVA Power Generating Set

REQUIREMENTS FOR TENDER

- (i) Evidence of Registration with Corporate Affairs Commission (CAC);
- (ii) Evidence of Current Tax Clearance Certificate for the past 3 years 2014, 2015 and 2016;
- (iii) Evidence of Current Pension Compliance Certificate (2017);
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate (2017);
- (v) Evidence of three (3) similar works executed in the past five (5) years including Letters of Awards, Valuation Certificates and Job Completion Certificates;

- (vi) Audited Accounts for the past three (3) years (2014, 2015 & 2016);
- (vii) Company Profile with C.V of Key Staff and copies of their professional qualifications;
- (viii) Evidence of financial capability to execute the project including Bank Statements and Reference Letter from reputable commercial banks indicating willingness to provide credit facility for the execution of the project when needed;
- (ix) Eligible firms for Lot 1 should have a minimum turnover of N150 Million Naira per annum; while bidders for Lot 2 and Lot 3 eligible firms should have a minimum turnover of N100Million and N250 Million Naira per annum respectively;
- (x) A sworn Affidavit disclosing whether or not any officer of the relevant Committees of the Tertiary Education Trust Fund 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 its bid are true and correct in all particulars
- (xi) Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 1/1/2018 or Valid Certificate issued by BPP.
- (xii) Bidders for Facility Management Service should accompany their submission with the evidence of membership with Environmental Health Officers Registration Council of Nigeria (EHORECON).

(2) COLLECTION OF STANDARD BIDDING DOCUMENTS

Bidders should collect relevant Standard Bidding Document(s) from the Procurement Division (Ground Floor), **TETFund, Maitama, Abuja from 24th January 2018 between the hours of 9:00am – 4:00pm** on week days upon collection of a receipt after providing evidence of payment into the Fund's Treasury Single Account (TSA) the sum of N5,000.00 (Five Thousand Naira only) payable to Tertiary Education Trust Fund's Treasury Single Account.

(3) SUBMISSION OF BIDS:

The technical and financial bidding documents shall be submitted in both hard and soft copies. Hard copies should be submitted in a sealed envelope (containing two individually sealed envelopes clearly labelled technical and financial bids). While the soft copy in a flash should be enclosed in the inner envelope. The outer sealed envelope should be clearly

labelled at the top left-hand corner “Bidding documents for (insert (Works/Goods))” and quoting the appropriate lot number as applicable and addressed to:

The Executive Secretary,

Tertiary Education Trust Fund (TETFund),

6 Zambezi Crescent, Off Aguiyi Ironsi Street,

Maitama, Abuja.

Bidding documents in the sealed envelope shall be deposited by bidders in the Tenders Box located at the Procurement Division, Ground Floor, **TETFund Head Office, 6, Zambezi Crescent, Off Aguiyi Ironsi Street, Maitama, Abuja between 9:00 am to 4:00 pm from 24th January, 2018 to 6th March, 2018.**

CLOSING DATE AND OPENING OF BIDS:

The closing date for submission of bidding documents is **Wednesday, 6th March, 2018 on or before 12:00pm**; late submissions will be rejected. Please note that only technical bids received shall be opened immediately after the closing of bid submission at the Auditorium of the National Universities Commission (NUC), Aguiyi Ironsi Street, Maitama, Abuja. All Bidders and/or their Representatives, Relevant Professional Bodies and NGOs are invited to witness the Public Opening of Bids. Please note that submission of Bids via posting, e-mail or other electronic medium is not acceptable.

Bidders would not be allowed into the Fund for submission of Bids at exactly **12:00pm on 6th March, 2018.**

PLEASE NOTE THAT:

- (1) TETFund will not enter into correspondence with any unsuccessful bidder;
- (2) Any bidder that submits fake documents shall be out rightly disqualified and may be reported to the relevant authority;
- (3) The Fund reserves the right to cancel the procurement proceedings in the public interest without incurring any liability to the bidders;

(4) Bidders name, office address, email address and phone numbers should be indicated on the reverse side of their envelopes;

(5) No bidder is allowed to bid for more than two (2) lots;

(6) Bidders are to ensure that they also sign the Bid Submission Register at the Procurement Division of the Fund; and

(7) This advertisement shall not be construed to be a commitment on the part of TETFund nor shall it entail any bidder to make any claim(s) whatsoever and/or seek any indemnity from TETFund by virtue of such bidder having responded to this advertisement.

Signed:

Management

Tertiary Education Trust Fund

6, Zambezi Crescent

Off Aguiyi Ironsi Street

Maitama, Abuja