

**AFRICAN CENTRE OF EXCELLENCE IN FUTURE ENERGIES AND
ELECTROCHEMICAL SYSTEMS (ACEFUELS)**

FEDERAL UNIVERSITY OF TECHNOLOGY OWERRI

**AFRICA CENTRE OF EXCELLENCE IN FUTURE ENERGIES AND
ELECTROCHEMICAL SYSTEMS (ACE-FUELS)**

INVITATION TO TENDER FOR THE YEAR 2023 PROJECTS

(1) INTRODUCTION

The African Centre of Excellence in Future Energies and Electrochemical Systems (ACEFUELS), Federal University of Technology, Owerri in compliance with the requirements of the Public Procurement Act (PPA) 2007, invites qualified and competent Contractors with proven experience and good track record of performance to submit bids for the year 2023 project as listed below:

Lot 1: Procurement of 1Nr.18-SeaterMini Bus

(2) ELIGIBILITY REQUIREMENTS

To be eligible, potential bidders should submit all the underlisted verifiable documents and must be arranged in the following order and numbered:

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC), including form CAC1.1 or CAC2 and CAC7;
- (b) Evidence of Company's Income Tax Clearance Certificate for the last 3 years valid till 31st December, 2023;
- (c) Evidence of Pension Clearance Certificate valid till 31st December, 2023, (this requirement is only applicable to bidders whose number of staff is 15 and above);

- (d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2023, (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidders annual turnover is 50m and above);
- (e) Evidence of Nigerian Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2023.
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2023 or valid certificate issued by BPP.;
- (g) Sworn Affidavit:
- disclosing whether any officer of the relevant committees of the Federal University of Technology Owerri, 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.
 - that no director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceeding or the subject of any form of winding up petition or proceedings;
- (h) Company's Audited Accounts for the last three (3) years 2020, 2021 and 2022;
- (i) Reference letter from a reputable Commercial Bank in Nigeria indicating willingness to provide Credit facility for the execution of the project when needed;
- (j) Company's Profile with curriculum vitae of key staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON COREN etc.;

- (k) Verifiable documentary evidence of at least three (3) similar jobs (in size, nature, & complexity) executed in the last five (5) years including Letters of Award, Valuation Certificates, Job Completion Certificates and Photographs of the projects.
- (l) Only Companies included in the National Automotive Design and Development Councils approved list of local manufacturers of Vehicles or their authorized representative should bid for the vehicles.
- (m) For joint venture/partnership, memorandum of Understanding (MOU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & affidavit are compulsory for each JV Partner)

Note: All documents for submission should be transmitted with a Covering/Forwarding letter under the Company/Firm's letter headed paper bearing amongst other, the Registration Number (RC), as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone number (preferably GSM No.) and email. 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 authorized officer of the firm.

Technical Bid Documents should be bound with a table of content in order of listing above.

(3) COLLECTION OF BIDS

Interested companies are to collect the Standard Bidding Documents (SBD) from the Procurement Office, First floor ACEFUELS Complex FUTO on evidence of payment of non-refundable fee of N 10,000.00 only per Lot into African Centre of Excellence in Future Energies and Electrochemical Systems FUTO, Remita account in any reputable Commercial bank in Nigeria.

(4) SUBMISSION OF TECHNICAL AND FINANCIAL BID DOCUMENTS

Two (2) hard copies each of both Technical and Financial Bid Documents must be in two different sealed envelopes tagged "Technical Bids" and "Financial Bid" respectively and must be placed in a bigger envelope marked on the top left hand corner with the Project

Name, and Lot Number. The envelope should be addressed to the Centre Leader, African Centre of Excellence in Future Energies and Electrochemical Systems (ACE-FUELS), Federal University of Technology Owerri, Imo State. The reverse side of the envelope must bear the name and address of the bidder and dropped in the tamper proof box provided in the Procurement Office, ground floor ACEFUELS Complex FUTO **not later than 12:00 noon, Tuesday, 14 November 2023.**

(5) OPENING OF TECHNICAL BIDS

Only Technical Bids shall be opened immediately after the deadline for the submission at **12:00 noon, Tuesday, 14 November, 2023** in the Centre Leader's Conference Room, first floor, ACEFUELS Complex while the financial bids will be kept unopened. Please ensure that you sign Bid Submission Register provided in the Procurement Unit, as the Centre will not be held liable for misplaced or wrongly submitted bids.

(6) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorised by the bidder.
- (b) All cost will be borne by the bidders.
- (c) Bid documents can be collected in soft copies and submitted through post or courier.
- (d) The Technical Bids will be opened in the presence of Bidders or their representatives, CSOs in the areas of Anti-Corruption and Transparency and Private Professional bodies; and will be covered by video recording; invitation link will be sent to bidder who chooses to join the bid opening online;
- (e) Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned unopened.
- (f) Any bid submitted after the closing time and date shall be returned unopened.

(g) The African Centre of Excellence in Future Energies and Electrochemical Systems, Federal University of Technology Owerri is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liability in accordance with Section 28 of the Public Procurement Act, 2007.

ENQUIRIES

All enquiries should be directed to the office of the Procurement Officer/Secretary to Tenders Board, African Centre of Excellence in Future Energies and Electrochemical Systems (ACEFUELS) FUTO.

SIGNED:

PROCUREMENT OFFICER/SECRETARY TO TENDERS BOARD,

**AFRICAN CENTRE OF EXCELLENCE IN FUTURE ENERGIES AND
ELECTROCHEMICAL SYSTEMS (ACEFUELS) FUTO**