

AKANU IBIAM FEDERAL POLYTECHNIC, UNWANA, EBONYI STATE

INVITATION OF CONTRACTORS FOR TECHNICAL AND FINANCIAL BIDS FOR THE IMPLEMENTATION OF 2024 CAPITAL APPROPRIATION PROJECTS

(1) INTRODUCTION

The Akanu Ibiam Federal Polytechnic, Unwana towards the attainment of its vision and objectives proposes to undertake the procurement of some projects in the Year 2024 Capital Appropriation Projects.

The Akanu Ibiam Federal Polytechnic, Unwana wishes to invite experienced and competent Contractors/Suppliers to submit bids for the 2024 Capital Appropriation.

(2) SCOPE OF WORKS/SUPPLY

Lot 1	Procurement of 1No. Utility Vehicle (SUV)
Lot 2	Procurement of 1No. 33-Seater Bus
Lot 3	Procurement and Installation of 4No. 10KVA Solar Power Generating sets.

(3) ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the following documents:

- (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 three (3) years valid till 31st December, 2024; with minimum average annual turnover of N50 million;
- (c) Evidence of Pension Clearance Certificate valid till 31st December, 2024 (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, 2024 (this requirement is only applicable to bidders whose number of staff is 5

and above or the bidder's annual turnover is N50m and above);

(e) Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;

(f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP.;

(g) Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Akanu Ibiam Federal Polytechnic, Unwana 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 proceedings or the subject of any form of winding up petition or proceedings;

(h) Company's Audited Accounts for the last three (3) years - 2021, 2022 & 2023;

(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 the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications such as COREN, QSRBN, ARCON, CORBON 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 Awards, Valuation

Certificates, Job Completion Certificates and Photographs of the projects;

(l) Only Companies included in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives should bid for the Vehicles;

(m) For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

(n) For Joint Venture/Partnership, Memorandum of Understanding (MoU) indicating Lead Partner should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR& Sworn Affidavit are compulsory for each JV partner).

Note: 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.

(4) COLLECTION OF TENDER DOCUMENTS

Interested Companies are to collect the Standard Bidding Document (SBD) between 10.00a.m. to 4.00p m. Mondays to Fridays from the office of the Director, Physical Planning & Development, Akanu Ibiam Federal Polytechnic, Unwana with Evidence of payment of a non-refundable tender fee of N10,000.00 per Lot paid into the Akanu Ibiam Federal Polytechnic, Unwana's Remita Account No.0310486861017, Account Name, AIFPUTSA Revenue Bank- CBN.

(5) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format,

packaged separately in sealed envelopes and clearly marked as “Technical Bid” or “Financial Bid”. Thereafter, put the two sealed Envelopes together in a bigger sealed envelope addressed to The Registrar, Akanu Ibiam Federal Polytechnic, Unwana and clear with the name of the project and the Lot number.

Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and the envelopes should be dropped in the designated Tender Box at the Registrar’s Office, Akanu Ibiam Federal Polytechnic, Unwana **not later than 12:00 noon, Thursday, 4 April, 2024.**

(6) OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon, Thursday, 4 April, 2024** in the Rector’s Conference Hall, Akanu Ibiam Federal Polytechnic, Unwana in the presence or bidders of their representatives, while the Financial bids will be kept un-opened.

Please, ensure that you sign the Bid Submission Register in the office of the Registrar, Akanu Ibiam Federal Polytechnic, Unwana as the Polytechnic will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Director, Physical Planning and Development Division, Akanu Ibiam Federal Polytechnic, Unwana.

(7) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by any official authorized by the bidder;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) Bidders should not bid for more than two (2) Lots;
- (d) All costs will be borne by the bidders;
- (e) 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;

(f) 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 un-opened;

(g) The Akanu Ibiam Federal Polytechnic, Unwana 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:

Mrs. C.C. Igweonu

Ag. Registrar/Secretary to Tenders Board