

FEDERAL CAPITAL TERRITORY ADMINISTRATION (FCTA)

TENDER BOARD SECRETARIAT

NO. 1 KAPITAL ROAD, AREA 11, GARKI - ABUJA

INVITATION TO TENDER AND REQUEST FOR EXPRESSION OF INTEREST FOR THE SUPPLY OF GOODS, WORKS AND SERVICES FOR THE SECRETARIATS, DEPARTMENTS AND AGENCIES (SDA) OF THE FEDERAL CAPITAL TERRITORY ADMINISTRATION (FCTA) UNDER THE 2023 STATUTORY APPROPRIATION ACT

(1.0) INTRODUCTION

(1.1) The Federal Capital Territory Administration (FCTA) has provisions in the Financial Year (FY) 2023 FCT Statutory Appropriation Act for the Supply of Goods, Works and Services for the Secretariats, Departments and Agencies (SDAs).

(1.2) Accordingly, in line with the Public Procurement Act, 2007 competent and interested Companies are hereby invited to submit Technical and Financial bids for Goods, Works and Non - Consultancy Services. Expressions of Interest (EOI) are to be submitted in respect of Consultancy Services. The Projects and Tender Identification Number (TIN) are as follows:

S/N	TIN	PROJECT TITLE	OCIDS CODE ON NOCOPO
FCT DEPARTMENT OF SECURITY SERVICES NON-CONSULTANCY SERVICES			
1	NCSI DSS23 01	Upgrading of Security Equipment at FCTA/FCDA Secretariat.	004393
OFFICE OF THE HONOURABLE MINISTER, FCT GOODS			
2	G1 OHM23 01	Supply of Utility vehicles.	004403
FCT WATER BOARD GOODS			

3	G1 FWB23 01	Supply of Alum to Water Treatment Plants at Lower Usama Dam	004746
4	G1 FWB23 02	Supply of Alum to Water Treatment Plant at Abaji	004745
5	G1 FWB23 03	Supply of AGO to Abaji Water Treatment Plant.	004631

ABUJA GEOGRAPHIC INFORMATION SYSTEMS (AGIS)

GOODS

6	G1 AGIS23 01	Procurement of Utility Vehicles for Abuja Geographic Information Systems (AGIS).	004364
7	G1 AGIS23 02	Procurement of Computer Systems and Peripherals Devices for Abuja Geographic Information Systems (AGIS).	004362

NON-CONSULTANCY

8	NCSI AIS23 01	Procurement of Data Centre Infrastructure for Abuja Geographic Information Systems (AGIS).	004360
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TRANSPORTATION SECRETARIAT/DRTS

WORKS

9	W1 TS/DRTS23 01	Renovation of DRTS (Head Quarters) Office Building at Mabushi.	004752
10	W1 TS/DRTS23 02	Renovation of DRTS Office Building at Gwagwalada.	004754

FCT ICT DEPARTMENT

CONSULTANCY SERVICES

11	CS1 ICT23 01	Upgrade/Redesigning of FCTA Website.	004750
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OFFICE OF THE AUDITOR GENERAL FOR AREA COUNCIL

GOODS

12	G1 0AGAC23 01	Supply of Laptops and Desktops for the office of the Auditor General FCT Area Councils	004367
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ABUJA METROPOLITAN MANAGEMENT COUNCIL (AMMC)

NON-CONSULTANCY SERVICES

13	NCS1AMMC23 01	Routine Maintenance and Security of Streetlight Installations within Airport Express Way (AEW) Lot 1	004756
14	NCS1AMMC23 02	Routine Maintenance and Security of Streetlight Installations within Airport Express Way (AEW) Lot 2	004775
15	NCS1AMMC23 03	Routine Maintenance and Security of Streetlight Installations within Apo/Gudu/Games Village District	004763

16 NCS1AMMC23 04	Routine Maintenance and Security of Streetlight Installations within Asokoro District	004764
17 NCS1AMMC23 05	Routine Maintenance and Security of Streetlight Installations within Central Business District / Embassy Zone	004765
18 NCS1AMMC23 06	Routine Maintenance and Security of Streetlight Installations within Garki I District	004766
19 NCS1AMMC23 07	Routine Maintenance and Security of Streetlight Installations within Garki II District	004767
20 NCS1AMMC23 08	Routine Maintenance and Security of Streetlight Installations within Guzape I District	004768
21 NCS1AMMC23 09	Routine Maintenance and Security of Streetlight Installations within Gwarinpa Estate (1st - 5th Avenue)	004770
22 NCS1AMMC2310	Routine Maintenance and Security of Streetlight Installations within Jabi District	004769
23 NCS1AMMC2311	Routine Maintenance and Security of Streetlight Installations within Karmo District	004771
24 NCS1AMMC2312	Routine Maintenance and Security of Streetlight Installations within Katampe Extension	004772
25 NCS1AMMC2313	Routine Maintenance and Security of Streetlight Installations within Life Camp and Yar'adua way	004773
26 NCS1AMMC2314	Routine Maintenance and Security of Streetlight Installations within Maitama District	004776
27 NCS1AMMC2315	Routine Maintenance and Security of Streetlight Installations within Outer Northern Expressway (ONEX Lot 1)	004774
28 NCS1AMMC2316	Routine Maintenance and Security of Streetlight Installations within Outer Northern Expressway (ONEX Lot 2)	004757
29 NCS1AMMC2317	Routine Maintenance and Security of Streetlight Installations within Ring Road 1 (Lot 1)	004758
30 NCS1AMMC2318	Routine Maintenance and Security of Streetlight Installations within Ring Road 1 (Lot 2)	004777
31 NCS1AMMC2319	Routine Maintenance and Security of Streetlight Installations within Utako District	004760

32 NCS1AMMC23 20	Routine Maintenance and Security of Streetlight Installations within Wuse I District	004761
33 NCS1AMMC23 21	Routine Maintenance and Security of Streetlight Installations within Wuse II District	004762

(2.0) PREQUALIFICATION/ ELIGIBILITY REQUIREMENTS

All interested companies are to submit copies of the following documents and the original to be made available for sighting during due diligence exercise.

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including form CAC1.1 or CAC 2 and CAC7. Business Name with Form BN1 is also acceptable for Consultancy Services;
- (b) Evidence of company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners in case of Business Name) for three (3) years (2020, 2021 and 2022) valid till 31st December, 2024;
- (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 in line with the PENCOM ACT. However, bidders with less than 15 (fifteen) staff are to provide a Sworn Affidavit to that effect).
- (d) Evidence of Industrial Training Fund (ITF) Compliance Certificate in Compliance with ITF Act, 2011 as amended 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. However, bidders with less than 5 (five) staff or the bidder's annual turnover less than N50M are to provide a Sworn Affidavit to that effect).
- (e) Evidence of current 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 31st December 2024 or valid Certificate issued by BPP.

(g) A recently Sworn Affidavit disclosing (Date not earlier than the date of this advertisement and addressed to FCTA):

(i) Whether or not any officer of the relevant committees of the Federal Capital Territory Administration (FCTA) or Bureau of Public Procurement (BPP) 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;

(ii) That the company is not in receivership, insolvency or bankruptcy; and

(iii) That 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.

(h) Company's Audited Accounts for the last three (3) years for 2021, 2022 and 2023 Stamped/Sealed by a Chartered Accountant.

(i) Reference letter from a reputable Commercial Bank in Nigeria, indicating their willingness to provide credit facility for the execution of the project when needed. The letter should be addressed to the FCT Administration.

(j) Company's profile with the Curriculum Vitae of key staff to be deployed for the project, including copies of their relevant academic/ professional qualifications such as COREN, QSRBN, ARCON, CORBON, etc.

(k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including letters of awards, interim payment/valuation certificates, job completion certificates/practical completion certificate and photographs of the projects;

(l) List of Plants/ Equipment with proof of Ownership/ Lease Agreement

Note: All documents for submission must be transmitted with a covering letter/ 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 email address. The letterhead paper must bear the names and nationality of the directors of the company at the bottom of the page, duly signed by the authorized officer of the firm.

(3.0) SPECIFIC ADDITIONAL REQUIREMENTS FOR PREQUALIFICATION

(3.1) Interested bidders for ICT Related Projects shall provide evidence of current Registration/Accreditation with Computer Professional Registration Council of Nigeria, Evidence of Manufacturer's Authorization from Original Equipment Manufacturer (OEM) and NITDA Registration;

(3.2) Bidders for Electrical Works/Services shall provide evidence of current license issued by Nigerian Electricity Management Service Agency (NEMSA) and shall have a Minimum Average Annual Turnover of N100,000,000.00 for three (3) years;

(3.3) Bidders for Electrical Works/Services must provide proof of ownership or Lease Agreement of the following Plants/Equipment which must be accompanied with evidence of ownership such as Receipt, Licences and Permits issued by FCT DRTS or States (where applicable). The Receipt, Licences and Permits must be in the name of the bidder (if owned) or Lessor (if leased). The Plants/Equipment are as follows:

- (a) At least 1No Platform of not less than 18m height for project in Central Area only;
- (b) At least 1No Platform of not less than 12m height for project in other locations;
- (c) At least 1No. 3KVA Generator for all locations.

(3.4) Prospective bidders for Supply of Vehicles shall possess a minimum Average Annual Turnover of N500,000,000.00 for three (3) years accompanied with evidence of Manufacturer's Authorisation from Original Equipment Manufacturer (OEM). 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.

(3.5) Bidders for the Supply of AGO shall provide Evidence of up-to-date Registration with Department of Petroleum Resources (DPR) for Petroleum Products and shall have a minimum Average Annual Turnover of N100,000,000.00 for three (3) years;

(3.6) Bidders for the Supply Water Treatment Chemicals shall provide evidence of up-to-date Registration with National Agency for Food and Drug Administration and Control (NAFDAC) and shall have a minimum Average Annual Turnover of N300,000,000.00 for three (3) years for the Supply of Alum to Water Treatment Plants at Lower Usuma Dam and minimum Average Annual Turnover of N75,000,000.00 for three (3) years for the Supply of Alum to Water Treatment Plants at Abaji;

(3.7) Bidders for Consultancy Services shall provide Relevant Professional Registration Certificate from Statutory Regulatory Professional Bodies;

(4.0) COLLECTION. SUBMISSION AND OPENING OF PREQUALIFICATION DOCUMENTS

(4.1) Interested companies are to collect Tender Document for the respective projects of interest as in Schedule of Collection; Submission; Venue and Opening Date Table upon the presentation of evidence of payment of non-refundable Tender fee of Ten Thousand Naira (N 10,000.00) for the respective projects of interest into FCT Treasury Single Account (TSA) e-collection project powered by Remita:

(4.2) How to Make Payment:

- (a) Access the e-Collection platform via www.remita.net
- (b) Click on “pay TSA & States”
- (c) Click on FEDERAL CAPITAL TERRITORY ADMINISTRATION
- (d) Click on “who do you want to pay” and enter “FCTA PROCUREMENT DEPARTMENT”.
- (e) Click on “Name of service/purpose” to display a drop down list of services type

provided by the SDA and select your choice.

(f) Enter other payment details as required and click “SUBMIT” to generate Remita Retrieval Reference (RRR).

(g) Select any preferred electronic payment channel (Card, Internet Banking, USSD, Wallet, Phone Number or select Bank Branch to walk to any closest bank branch of your choice to complete your payment). Payers will be issued an electronic receipt following payment, which you can take to the specific SDA to receive the applicable service.

If you have any queries or require any assistance on making payments to FCTA and any of its Secretariats, Department and Agencies (SDAs), please contact the SDA or the Treasury Department, Federal Capital Territory Administration (FCTA) or send a mail to fsupport@remita.net).

Interested applicants in Consultancy Services will not pay at this stage until after shortlisting.

(4.3) SUBMISSION OF TENDER DOCUMENTS

(4.3.1) Three (3) copies [one original and two photocopies each] of Technical and Financial Bid Document should each be sealed, packed and labelled in different envelopes tagged “Technical Bid” and “Financial Bid” as appropriate. The two sealed envelopes should be repacked into one bigger envelope, sealed and labelled as stating the project title, Tender Identification Number & Lot. The envelope should be address as in the Schedule of Collection; Submission; Venue and Opening Date Table.

(4.3.2) All pages of the “Financial Bid” documents are to be duly endorsed by authorized representative of the bidder.

(4.3.3) The Documents are to be dropped at the Tender Boxes as in the Schedule of Collection; Submission; Venue and Opening Date Table

(5.0) SCHEDULE OF COLLECTION, SUBMISSION, VENUE OF OPENING AND

OPENING DATE

S/N AND	SECRETARIAT, DEPARTMENT AND AGENCIES/ CATEGORY	CLOSING DATE& TIME	TENDER DOCUMENT COLLECTION POINT	TENDER DOCUMENT SUBMISSION POINT	DATE, TIME & VENUE FOR OPENING OF TENDER/PREQUALIF ICATION/EOI
1	FCT DEPARTMENT OF SECURITY SERVICES				
	NON CONSULTANCY SERVICES	3rd April, 2024 at 11.00am	Room 4004, FCT Procurement Dept., Block B, FCTA Secretariat, Area 11, Abuja	Tender Box at Tender Annex Office, Archives and History Bureau Building Area 11 Garki- Abuja.	3rd April, 2024 at 11.00am at FCT Archives and History Bureau, Area 11, Abuja.
2	OFFICE OF THE HONOURABLE MINISTER, FCT				
	GOODS	3rd April, 2024 at 11.00am	Room 1004, FCT Procurement Dept., Block B, FCTA Secretariat, Area 11, Abuja	Tender Box at Tender Annex Office, Archives and History Bureau Building Area 11 Garki- Abuja.	3rd April, 2024 at 11.00am at FCT Archives and History Bureau, Area 11, Abuja.
3	FCT WATER BOARD				
	GOODS	4th April, 2024 at 11.00am	Room 1004, FCT Procurement Dept., Block B, FCTA Secretariat, Area 11, Abuja	Tender Box at Tender Annex Office, Archives and History Bureau Building Area 11 Garki- Abuja.	4th April, 2024 at 11.00am at FCT Archives and History Bureau, Area 11, Abuja.
4	ABUJA GEOGRAPHIC INFORMATION SYSTEM (AGIS)				

	GOODS NON CONSULTANCY	15 April, 2024 at 11.00am	Room 1004, FCT Procurement Dept., Block B, FCTA Secretariat, Area 11, Abuja	Tender Box at Tender Annex Office, Archives and History Bureau Building Area 11 Garki- Abuja.	15th April, 2024 at 11.00am at FCT Archives and History Bureau, Area 11, Abuja.
5	TRANSPORTATION SECRETARIAT/DRTS				
	WORKS	16 April, 2024 at 11.00am	FCT Transportation Secretariat Procurement Unit, Room 032, FCTA Secretariat, Area 11, Abuja	Tender Box at Tender Annex Office, Archives and History Bureau Building Area 11 Garki- Abuja.	16 April, 2024 at 11.00am at FCT Archives and History Bureau, Area 11, Abuja.
6	FCT ICT DEPARTMENT				
	CONSULTANCY SERVICES	19 March 2024 at 11.00am	Not Applicable	Tender Box at Tender Annex Office, Archives and History Bureau Building Area 11 Garki- Abuja.	19 March, 2024 at 11.00 am at FCT Archives and History Bureau, Area 11, Abuja.
7	OFFICE OF THE AUDITOR GENERAL FOR AREA COUNCIL				

(5.0) NOTE THAT:-

- (i) Late submission will be returned un-opened;
- (ii) This advertisement to tender shall not be construed to be commitment on the part of the FCT Administration and its SDAs nor shall it entitle the bidder to make any claim whatsoever and seek any indemnity from the FCT Administration and its SDAs by virtue of having responded to the advertisement;
- (iii) Applicants should be very clear about the Lot being bided for;

- (iv) Tenders Register must be signed on the submission of bid(s);
- (v) The FCT Administration through its respective SDA, shall disqualify any bid which does not conform with bidding instructions;
- (vi) Due diligence would be carried out on companies to verify claims included in the bids submitted;
- (vii) That the submission of fake documents is a fraudulent practice punishable under the relevant laws;
- (viii) Bidders/representatives, private sector professional bodies, Civil Society Organization in the areas of Anti- Corruption/Transparency and members of the public are invited to witness the bid opening ceremony. Invitation link will be sent to bidder who chooses to join the EOI/bid opening online;
- (ix) Goods, Non-Consultancy Services & Works: 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;
- (x) Consultancy Services: Only shortlisted Applicants will be invited at a later date for collection of Request for Proposals;
- (xi) A bid security in form of Bank Guarantee from a reputable Nigerian Bank and whose value is not less than 2% of the tender sum shall be submitted with tender sum greater than N100 Million for Category of GOODS/ CONSULTANCY/NON- CONSULTANCY SERVICES and N300 Million for WORKS Category in the format as approved in the Standard Bidding Document;
- (xii) Successful companies may be requested to provide Performance Guarantee/ Bond, whose value shall not be less than 10% of the Contract Sum before signing the contract;
- (xiii) The FCTA is not bound to pre-qualify/shortlist any Applicant 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.

(xiv) On this publication, clarifications can be sort from room 1006, FCT procurement department, block b, FCTA secretariat, Area 11, Abuja.

SIGNED:

FCTA MANAGEMENT