

FEDERAL COLLEGE OF EDUCATION

P.M.B 1026, OKENE, KOGI STATE

INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR CONSULTANCY SERVICES

(1.0) INTRODUCTION

The Federal College of Education, Okene wishes to invite competent/qualified and experienced consultants who may wish to express their interest for TETFUND year 2021-2024 (merged) Physical Infrastructure and 2024 capital Projects below:

(2.0) SCOPE OF SERVICES

CONSULTANCY SERVICES

LOT NO PROJECT DESCRIPTION

Lot C1	Consultancy Service for Construction of One-Storey Building of Lecturers Offices
Lot C2	Consultancy Service for Construction of One Storey Building for Directorate of Exams and Records Admission Offices
Lot C3	Consultancy Service for Construction of Auditorium for School of Education
Lot C4	Consultancy Service for Rehabilitation of Undergraduate Building
Lot C5	Consultancy Service for Renovation of Male Hostel C and D
Lot C6	Consultancy Service for Construction of Four (4) Classroom in One(1) Block including Furnishing and External Works

(3.0) ELIGIBILITY REQUIREMENTS

(a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7 Business Name with Form BN 1 is also acceptable for Services;

(b) Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) for the last three (3)

years 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);

(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 N70m 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 31st December, 2024 or valid Certificate issued by BPP.;

(g) Consultancy Services: Evidence of Firm's current registration with relevant regulatory professional body(ies) such as COREN, QSRBN, ARCON, CORBON, etc.;

(h) Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Federal College of Education, Okene 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;
- That the company does not have existing loan or financial liability with a bank, other

financial institution or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months;

- (i) Company's Audited Accounts for the last three (3) years - 2021, 2022 & 2023;
- (j) Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- (k) 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.;
- (l) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates. Job Completion Certificates and Photographs of the projects;
- (m) For Joint Venture/Partnership. Memorandum of Understanding (MoU) should be provided indicating among others the Lead Partner (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.

(4.0) SUBMISSION OF EXPRESSION OF INTEREST (EOI)

All EOI documents must be spirally bound and enclosed in sealed envelopes each appropriately labeled, sealed and addressed to the Provost, Federal College of Education Okene, Kogi State. The envelope should be clearly marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should bear the name

and address of the bidder and drop in the designated Tender Box **not later than 12:00 noon on Monday, 18 March, 2024.**

(5.0) OPENING OF THE EOI

The EOI will be opened immediately after the deadline for submission at **12:00 noon on Monday, 18 March, 2024**, on the College Campus, Okene in the presence of the Applicants or their representatives.

(6.0) GENERAL INFORMATION

- (a) EOI must be in English Language and signed by an official authorised by the bidder.
- (b) EOI submitted after the deadline for submission would be returned un-opened;
- (c) The EOI 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 EOI's opening online;
- (d) Only shortlisted Applicants at EOI's evaluation will be invited at a later date for collection of Request for Proposals;
- (e) The College reserves the right to verify the authenticity of claims made on documents submitted and shall disqualify any company whose claims are found to be false in addition, other sanctions that may be deemed necessary.
- (f) The Federal College of Education, Okene is not bound to shortlist any Applicant and reserved the right to annul the Procurement process at any time without incurring any liabilities in accordance with the provision of Section 28 of the Public Procurement Act, 2007.

Signed:

Head (Procurement)