

FEDERAL COLLEGE OF EDUCATION (TECHNICAL), AKOKA

P.O.BOX 269, YABA

REQUEST FOR EXPRESSION OF INTEREST (EOI) AND INVITATION TO TENDER

(1.0) INTRODUCTION

(1.1) The Federal College of Education (Technical), Akoka established in 1967 with the main objective of educating and producing Technical Teachers has been allocated funds by the Federal Government of Nigeria through Tertiary Education Trust fund (TETFund) for years 2020-2023 merged, NEEDS Assessment Intervention and year 2023 Annual Appropriation for execution of policies, programme and projects toward achieving the mandate of the College.

(1.2) In compliance with the Public Procurement Act 2007, the College hereby invites reputable consultant and contractors (as the case may be) with relevant expertise and competence and experienced proven track record to submit Expression of interest for Capacity building and Tenders for execution of projects (works).

(2.1) SCOPE OF WORK CATEGORY A:

CONSULTANCY

| NO DESCRIPTION | | SOURCE OF FUND |
|----------------|--|--------------------------------|
| 1 | Capacity building: Training of categories of staff (Management. Academic, Non - Academic, Senior and Junior) | Year 2023 Annual Appropriation |

CATEGORY B: WORKS

| LOT NO | PROJECT TITLE | SOURCE OF FUND |
|--------|---------------|----------------|
|--------|---------------|----------------|

| | | |
|---|--|-----------------------|
| 1 | Construction of Two Suspended Floors Classroom Block Development | TETFund |
| 2 | Renovation of Kinetic Football Field | TETFund |
| 3 | Remodelling and Renovation of 120 Capacity Lecture Hall Building | TETFund |
| 4 | Construction of 1 unit, 2 levels Technical Workshop | Capital Appropriation |
| 5 | Construction of Male Hostel | Capital Appropriation |
| 6 | Renovation Staff Quarters | Revitalization Fund |
| 7 | Remodelling of Female Hostel 1 | Revitalization Fund |
| 8 | Repair of General Building Roofs | Revitalization Fund |

(3.0) ELIGIBILITY REQUIREMENTS

Prospective Bidders are required to submit, as part of their technical bid submission the following mandatory documents, absence of any disqualify bidder from further consideration in the bid process:

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7. Business Name 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, 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 bidder's annual turnover is N50m and above);
- (e) Evidence of Nigeria 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) Evidence of Firm's registration with relevant regulatory professional regulatory body ARCON, CORBON, COREN, QSRBN, NIOB etc.

(h) Sworn affidavit:

(i) disclosing whether or not any officer of the relevant committees of Federal College of Education (Technical), Akoka 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;

(ii) that the company does not have any Director who has been convicted in any Country for criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;

(iii) that the company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject form of winding up petition or proceedings;

(iv) that the company does not have existing loan or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months;

(v) that all Documents/Information submitted are both GENUINE and UP-TO-DATE;

(i) Company's Audited Accounts for the last three (3) years - (2020, 2021 & 2022) duly signed and sealed by relevant firm and the turnover as reflected in financial statements must correspond with those on the Tax Clearance Certificates;

(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, ARCON, CORBON, COREN, QSRBN and practicing license etc.;
- (l) Evidence of Firm's registration with relevant regulatory professional body: CMD, NITDA (FOR CATEGORY A);
- (m) 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 Certificate and Photographs of the Projects.
- (n) List of relevant plant/equipment intended for use on the project indicating their locations. State whether leased, hired or owned. (Attach proof of ownership for owned equipment and their present condition);
- (o) 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 Letterhead 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) COLLECTION OF TENDER DOCUMENTS (CATEGORY B)

Interested Companies are to collect the tender documents from the Procurement Office, Federal College of Education (Technical), Akoka - Lagos, between the working hours of 08:00am and 04:00pm daily, on evidence of payment of a non-refundable tender fee of N 10,000.00 per Lot, paid into the Federal College of Education (Technical), Akoka - Lagos through REMITA platform in a reputable Commercial Bank. (The GIFMIS Code for Tender

Fee: 0517019002 should be indicated in the appropriate column while generating the RRR (www.remita.net). Please make sure you sign the Bid Collection Register at the point of Bid Collection from the Procurement office located within the Provost Block FCE (T) Akoka.

(5.0) SUBMISSION OF EOI AND TENDER DOCUMENTS:

Prospective bidders are to submit: two (2) bound of Expression of Interest (EOI for category A), two (2) hard copies each of the Technical & Financial bids with softcopy of financial bid only in MS excel format (in a flash for category B), packaged separately in sealed envelopes and clearly marked "Technical bid" Financial (bid" at the top right corner of each envelope stating the title of the project i.e. "Technical Bid" for project title and Lot Number" & Financial Bid for project title and the Lot number" and at the reverse side of each sealed envelope should bear the name and address of the Company boldly written. Thereafter, put the two sealed envelopes together with softcopy of financial bid in a bigger sealed envelope addressed to: The Provost, Federal College of Education (Technical), Akoka. P.O. Box 269 Yaba, Lagos and 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 in the Procurement office located within the Provost Block FCE(T) Akoka. The submission should be made **not later than: 12:00noon on Monday, 11 December, 2023 (for category A, EOI), 12:00noon on Wednesday, 27 December, 2023 (for category B)**. Please make sure you sign the EOI Bid Submission Register at the point of submission. FCE(T) Akoka will not be held responsible for misplace or wrongly submitted Bids.

OPENING OF EOI & TECHNICAL BIDS

The EOI documents will be opened immediately after the deadline for submission at **12:00noon on Monday, 11 December, 2023** at the College Council chamber Only the technical bids for Category B will be opened immediately after the deadline for submission at **12:00 noon on Wednesday, 27 December, 2023** in the College Academic Board Room in the presence of bidders or their representatives. Financial bids will be kept unopened.

For further enquiries, please contact the Procurement office on e-mail:

fcetprocurement@gmail.com .

(7.0) GENERAL INFORMATION

- (i) EOI/Bids must be in English Language and signed by the official authorised by the bidder;
- (ii) EOI/Bids submitted after the deadline for submission would be returned unopened;
- (iii) Bidders should not bid for more than One (1) Lot;
- (iv) All cost will be borne by the bidders;
- (v) The EOIs/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 EOIs/bid opening online;
- (vi) Category A: Only shortlisted Consultants will be invited at a later date for collection of Request for Proposals;
- (vii) Category B: 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;
- (viii) The Federal College of Education (Technical) Akoka is not bound to shortlist/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:

PROVOST

FEDERAL COLLEGE OF EDUCATION (TECHNICAL) AKOKA, YABA LAGOS