

FEDERAL COLLEGE OF EDUCATION (TECHNICAL)
PMB 1044, ASABA, DELTA STATE

INVITATION FOR PREQUALIFICATION

1. INTRODUCTION

In compliance with the provisions of the Public Procurement Act, 2007, Federal College of Education (Technical), Asaba, Delta State, hereby invites experienced and competent contractors/suppliers to submit Pre-qualification documents for the following below projects.

2. SCOPE OF WORKS: GOODS

LOT: PROJECT TITLE

TR1 THE PROCUREMENT OF LAPTOP SYSTEM FOR COLLEGE'S UNION TRAINING.

The details of works are contained in the bidding documents.

3. ELIGIBILITY REQUIREMENTS

- a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC 2 and CAC7;
- b) Evidence of Company's Income Tax Clearance Certificates 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 current Nigeria Social Insurance Trust Fund (NSITF) Compliance 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 31/12/2023 or valid Certificate issued by BPP;

g) Company's evidence of current registration/accreditation with computer Professional Council of Nigeria and National Information Technology Development Agency (NITDA);

h) Letter of Authorization as representative of the Original Equipment Manufacturer (OEMs)

i) Sworn affidavit

- disclosing whether or not any officer of the relevant committees of the Federal College of Education Technical, Asaba 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;

- That no director has been convicted in any county for any criminal offence relating to fraud impropriety or criminal misrepresentation or falsification of facts relating to any matter.

- That the company is not in receivership, the subject of any form or bankruptcy proceedings or the subject of any form of winding up petition or proceeding

- That the company does not have existing loan or financial liability with a bank, other financial institutions or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months.

j) Company's Audited Accounts for the last three years (2020, 2021 & 2022)

k) Reference letter from a reputable commercial bank indicating willingness to provide

credit facility for the execution of the project when needed;

l) 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, QSDRBN, ARCON, CORBON etc;

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 certificates and photographs of the projects;

Note:

All documents for submission must be submitted with a Covering/Forwarding letter under the Company's letter head paper bearing amongst others, the Registration Number (RC) as issued by the CAC, Contact Address, Telephone Number (preferably GSM No) fax and email address. The letter head 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.

4. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit prequalification documents, two (2) hard copies (1) original, 1 copy packaged in sealed envelopes and clearly marked "Technical Bid addressed to the Provost, Federal College of Education (Technology), Asaba (Administrative Building) and clearly marked with (the name of the project). Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated tender Box **(Registrar's Office, Federal College of Education (Tech), Asaba, Administrative building than 12:00 noon on Monday, 5th February, 2024.**

5. OPENING OF PREQUALIFICATION DOCUMENTS

The pre-qualification documents will be opened immediately after the deadline for submission at **12:00 noon on Monday, 5th February, 2024**, in the Council chamber, Administrative Building. Please, ensure that you sign the Bid Submission register Office of the Registrar, Administrative Building as the Federal College of Education (Tech), Asaba will not be held liable for misplaced or wrongly submitted bids.

For further enquiries, please contact the Ag. Head, Procurement Unit on Email carolineodu@gmail.com

6. GENERAL INFORMATION

- a) Bids must be in English Language and signed by an official authorized by the bidder;
- b) Bids submitted after the deadline for submission would be returned unopened;
- c) All cost will be borne by the bidders;
- d) The technical bids will be opened in the presence of CSOs and professional Bodies and covered by video recording: invitation link will be sent to bidder who chooses to join the bid opening online;
- e) Only prequalified bidders at technical evaluation will be invited at a later date for collection of Tender document
- f) The Federal College of Education (Tech), Asaba is not bound to prequalify and bidder 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

Odu Caroline

Secretary Tender's Board