

FEDERAL COLLEGE OF EDUCATION TECHNICAL, OMOKU, RIVERS STATE

PMB 11, OMOKU, RIVERS STATE

INVITATION TO TENDER

1. INTRODUCTION

The Federal College of Education Technical, Omoku, Rivers State hereby invites interested and competent companies with history of timely delivery of projects to tender for 2023-2023 merged TETFund Library Development Intervention Projects and 2024 capital projects.

2. SCOPE OF WORKS

LOT NO	PROJECT DESCRIPTION
	TETFUND
P1	Procurement of books and journal
P2	Procurement of equipment
P3	Procurement of furniture
	CAPITAL
P4	Procurement of office furniture and fittings
P5	Procurement of office equipment and fittings

3. ELIGIBILITY REQUIREMENTS

Interested contractors should submit the following documents:

- Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC 2 and CAC7;
- Evidence of Company's Income Tax Clearance Certificates for the last three (3) years valid till 31st December 2023;
- 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) Sworn affidavit

- disclosing whether or not any officer of the relevant committees of the Federal College of Education Technical, Omoku, Rivers state 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 of 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.

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

i) Reference letter from a reputable commercial bank 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, QSDRBN, 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, valuation certificates, job completion certificates and photographs of the projects;
- l) For supply of equipment: letter of authorization as representatives of the original equipment manufacturers (OEMs);
- m) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificates, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn affidavit are compulsory for each JV Partner);
- n) 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. COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect Standard Bidding Document (SBD) from the procurement unit of the College on presentation of the payment of a non-refundable tender fee of N10, 000 into the Federal College Education (Technical) Omoku Rivers state Remita account in any reputable commercial Bank in Nigeria

5. SUBMISSION OF TENDER DOCUMENTS

Completed Technical and Financial bids should be submitted in two (2) different sealed envelopes and labeled "Technical Bid" or "Financial Bid" respectively with the company name indicated at the back of the envelope. The two envelopes should be enclosed in a larger envelope and marked (Technical and Financial) and addressed The **Secretary Tender's Committee, Federal College of Education**

Technical, PMB 11, Omoku on or before on or before 12:00 noon Monday 4th March, 2024. The envelope should be duly marked with the relevant lot number on the top right hand corner. The bids should be dropped in the tender box at the front of the procurement office not later than **12:00 noon Monday, 4th March, 2024.** Bidders are to ensure that they also sign all pages of the bidding document.

6. OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon Monday, 4th March, 2024**, in the college's theatre lecture Hall, in the presence of all bidders or their representatives, while the financial bids will be kept unopened.

7. GENERAL INFORMATION

- i. All submitted documents shall be referred to relevant agencies for verification.
- ii. FCE (T) Omoku reserves the right to disqualify any or all the submission if does not meet with all the requirements specified.
- iii. This advertisement shall not be construed as a commitment on the part of the establishment nor shall it entitle a bidder to make any claim and/or seek any indemnity from the Federal College of Education (Technical), Omoku by virtue of such bidder having responded to the advertisement.
- iv. 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;
- v. Only prequalified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of unsuccessful bidders will be returned unopened
- vi. The FCE (T) Omoku 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:

Provost

Federal College of Education (Technical)

Omoku, Rivers State