

**FEDERAL REPUBLIC OF NIGERIA**  
**FEDERAL MINISTRY OF EDUCATION**  
**FEDERAL GOVERNMENT COLLEGE, ODI, BAYELSA STATE**

**INVITATION TO TENDER FOR THE 2024 CAPITAL PROJECTS**

**1. INTRODUCTION**

The Federal Government of Nigeria has allocated funds to the Federal Government College Odi Bayelsa state in the year 2024 Appropriation Act for the execution of policies, programmes and projects towards achieving the mandate of the college.

Accordingly, the College wishes to invite reputable contractors with relevant proven competence and experience to submit tenders for the execution of the following projects:

**2. SCOPE OF WORK**

<b>LOT NO</b>	<b>PROJECT TITLE/DESCRIPTION</b>	<b>LOCATION</b>
WK 1	CONSTRUCTION OF 1NO BLOCK OF 6 CLASSROOMS	FGC, ODI
WK 2	CONSTRUCTION OF 1 NO BLOCK OF STOREY BUILDING	FGC, ODI

**3. ELIGIBILITY REQUIREMENTS**

- 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 2024 with minimum average annual turnover of N50 million;
- 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 N50m and above);

e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance 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 31/12/2024 or valid Certificate issued by BPP;

g) Sworn affidavit

- disclosing whether or not any officer of the relevant committees of the Federal Government College, Odi, Bayelsa 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 of 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 h) Company's Audited Accounts for the last three years (2021, 2022 & 2023)

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) List of Plants/Equipment with proof of Ownership/Lease agreement;

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**

The tender Document are to be collected from the Office of the Vice Principal special duties between the working hours of 8:00am and 4:00pm daily upon the payment of non-refundable tender fee of N10, 000.00 per Lot paid into the Federal Government College, College, Odi, Bayelsa through Remita platform in any reputable commercial Bank in Nigeria and present the teller for the College's receipt.

#### **5. SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit bid for each of the Lot desired, two (2) hard copies (Marked original and copy) each of the technical and financial bids with soft copy of financial bid only in MS Excel Format, packaged separately in sealed envelopes clearly marked at the top right corner of each envelope stating the title of the project i.e

**“TECHNICAL BIDS FOR project title and Lot No & FINANCIAL BIDS**

**FOR** project Title and Lot no: and the reverse side the name of the company should be boldly written. Both envelopes shall then be put in a larger envelope clearly marked at the top right corner stating the title of the project and dropped in the appropriate tender box at Vice Principal Special Duties, office to be addressed to; The Principal, Federal Government

College, Odi, Bayelsa State. The submission should be made **not later than 12:00 noon on Thursday, 25th April 2024.**

Please, ensure that you sign the Bid Submission Register at Vice Principal Special duties office as the college will not be held liable for misplaced or wrongly submitted bids.

## **6. OPENING OF TECHNICAL BIDS**

Only technical bids will be opened immediately after the deadline for submission at **12:00 noon on Thursday, 25th April, 2024 in the College Conference room. For further enquiries, please contact the Principal on email: [fgcodi2018@gmail.com](mailto:fgcodi2018@gmail.com)**

## **7. GENERAL INFORMATION**

- a. Bids must be in English Language and signed by an authorized official;
- b. Bids submitted after the deadline for submission would be returned unopened;
- c. Bidders should not bid for more than one (1) lot.
- d. All cost will be borne by the bidders;
- e. 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;
- f. Only pre-qualified bidders at technical evaluation will be invited at later date for virtual financial bids opening, while the financial bids of un- successful bidders will be returned un-opened;
- g. The Federal Government College, Odi 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:**

**PRINCIPAL**

**FEDERAL GOVERNMENT COLLEGE, ODI, BAYELSA**