

FEDERAL REPUBLIC OF NIGERIA

FEDERAL MINISTRY OF EDUCATION

FEDERAL GOVERNMENT GIRLS' COLLEGE, OMU-ARAN, KWARA STATE

INVITATION TO TENDER FOR THE EXECUTION OF 2023 APPROPRIATION

(1) INTRODUCTION

The Federal Government of Nigeria has allocated funds to the Federal Government Girls College Omu-Aran, Kwara State in the 2023 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 this under-listed project:

(2) SCOPE OF GOODS

Lot No	PROJECT TITLE	LOCATION
G1	Provision of Furniture and Equipment in the Dining Hall	FGGC OMU-ARAN

(3) ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the under-listed documents to be eligible in this procurement:

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including CAC1.1 or CAC2 and CAC7;
- (b) Evidence of Company Income Tax Clearance Certificate for the last three (3) years (2020, 2021 & 2022) valid till 31st December, 2023; with minimum average annual turnover of N35 million;
- (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) 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 Government Girls College, Omu-aran or 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;

(h) Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

(i) Reference letter from a reputable commercial Bank in Nigeria indicating willingness to provide credit facility for the execution of the project when needed;

(j) Company 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 Certificate;

(k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Job Completion Certificates and photographs of the projects;

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) issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail 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 and competent bidders are requested to collect Standard Bidding Document (SBD) from the office of the Principal Federal Government Girls' College, Omu-Aran, Kwara State on evidence of payment of a non-refundable tender fee of N10,000.00, to be paid into the Federal Government Girls College Omu-Aran's Remits account in any reputable Commercial Bank in Nigeria,

(5) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for Supply, two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to the Director Principal, Federal Government Girls College, Omu-Aran Kwara State 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 at the Principal's Office, FGGC, Omu-Aran **not later than 12:00 noon on Wednesday, 29 November, 2023**

(6) OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon on Wednesday, 29 November, 2023**, in the College Conference room in the presence of bidders or their representatives, while the Financial bids will be kept un-opened and Open after the Technical Evaluation. Please, ensure that you sign the Bid Submission Register, as the College will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the VPSD on Phone number: 08060755225, Email: **omuaranfggc@yahoo.com**.

(7) GENERAL INFORMATION

- (a) All Submission must be made only in English Language and signed by an official authorised by the bidder;
- (b) Technical and Financial Bids enclosed in one and same single envelope that will expose the Technical and Financial Bids at the same time of opening shall be disqualified;
- (c) The evaluation shall be strictly based on the requirements specified above;
- (d) Bids submitted after the deadline for submission would returned un-opened;
- (e) Companies/Contractors who are fond of abandoning projects, delay in executing projects, unable to execute projects according to specification and also having issues with the college on previous contracts need not apply for the job as their submission shall be excluded from participation;
- (f) All costs will be borne by the bidders;
- (a) 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;

(g) 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-opening; and

(h) The FGGC, Omu-Aran is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any timethe Public Procurement Act, 2007.

SIGNED:

FEDERAL GOVERNMENT GIRLS COLLEGE

OMU-ARAN, KWARA STATE