

**FEDERAL REPUBLIC OF NIGERIA**

**FEDERAL MINISTRY OF EDUCATION**

**FEDERAL GOVERNMENT GIRLS COLLEGE OWERRI, IMO STATE**

**INVITATION TO TENDER FOR 2023 CAPITAL PROJECTS**

**(1) INTRODUCTION**

The Federal Government of Nigeria has allocated Funds to Federal Government Girls College Owerri, Imo 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 Companies with relevant proven competence and experience to submit tenders for the execution of the following projects;

**(2) SCOPE OF WORKS**

<b>L/N</b>	<b>PROJECT TITLE</b>	<b>LOCATION</b>
Lot W1	Construction of 4Nos Dormitories	FGC Owerri
Lot W2	Completion of 4 Units of 3 Bedroom Flat Staff Quarters (Upstairs)	FGC Owerri
Lot W3	Completion of 1 Block of 1 Storey Hostel	FGC Owerri

**(3) ELIGIBILITY REQUIREMENTS**

(a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7;

(b) Evidence of Company's income Tax Clearance Certificate for the last three (3) years (2020, 2021 & 2022) valid till 31st December, 2023; with minimum average annual turnover of N 100 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 N 50m 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 (IR R) expiring on 31 12/2023 or valid Certificate issued by BPP:

(a) Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the Federal Government Girls College Owerri, Imo State 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.

- that no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or fabrication 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;

(g) Company's Audited Accounts for the last three (3) years - (2020, 2021, 2022);

(h) Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;

(i) 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, QSRBN, CORBON etc.;

(j) Verifiable documentary evidence of atleast three (3) similar jobs executed in the last five (5) years including letters of Awards, Valuation Certificates, and photographs of the projects;

(k) List of Plants/Equipment with proof of Ownership Lease Agreement;

(l) For Joint Venture Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner); and

(m) 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) 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 authorized officer of the firm.

#### **(4) COLLECTION OF TENDER DOCUMENTS**

The tender documents are to be collected from the Office of the Vice Principal Special Duties between the working hours of 08:00am and 04:00pm daily upon the payment of non-refundable tender fee of N10,000.00 per Lot to Federal Government Girls College Owerri, Imo State through REMITA platform in any reputable Commercial Bank, 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 Hard copies (Marked "Original & Copy") each for both Technical & Financial Bids with soft copy of Financial bid only in MS excel format, packaged in two separated wax 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 at 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 be left in the appropriate Tender Box at the Vice-Principal Special Duties office to be addressed to:

The Principal,

Federal Government Girls College

Owerri State

The bid should be submitted not later than **12:00 noon Thursday, 2 November, 2023**.

#### **(6) OPENING OF TECHNICAL BIDS**

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon, Thursday 2 November, 2023** in the College's Mini Stadium, in the presence of bidders or their representatives while the financial bids will be kept un-opened. For further enquiries, please contact the Principal on email: [fggcow@yahoo.com](mailto:fggcow@yahoo.com)

#### **(7) PLEASE NOTE THAT**

- (i) Bid must be in English language and signed by an official authorised by the bidder.
- (ii) Bids submitted after the deadline for submission would be returned un-opened:
- (iii) Bidders should not bid for more than one (1) Lot;
- (iv) All costs will be borne by the bidders;
- (v) 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;
- (vi) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);

(vii) Only pre-qualified bidders at technical evaluation will be invited for the financial bids opening, while the financial bids of un-successful bidders will be returned un-opened:

(viii) Federal Government Girls College Owerri is not bound to 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**

**THE PRINCIPAL**

**FEDERAL GOVERNMENT GIRLS COLLEGE OWERRI, IMO STATE**