

**FEDERAL UNIVERSITY WUKARI**

**PMB 1020 Katsina-Ala Road, Wukari, Taraba State, Nigeria**

**INVITATION FOR PRE-QUALIFICATION AND TENDER FOR YEAR 2022 TETFUND ZONAL INTERVENTION PROJECTS**

**(1) INTRODUCTION**

The Federal University Wukari intends to carry out Procurement and Execution of Project under the Year 2022 TETFund Zonal Intervention. In compliance with the requirements of the Public Procurement Act 2007 and other extant government regulations. The University hereby invites Interested, Competent and experienced Contractors/Firms with track record of prompt delivery of similar projects for submission of both Technical and Financial bids for the project below.

**(2) SCOPE OF SUPPLY**

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Lot 1 Supply, Installation, Testing and Commissioning of 50KVA Solar Power System
Lot 2 Supply and Installation of Networking Facilities and other ICT Needs

**(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 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 Nigeria Social Insurance Trust Fund (NSITF) Clearance 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 31st December, 2023 or valid Certificate Issued by BPP.;

(g) Sworn Affidavit:

(i) Disclosing whether or not any officer of the relevant committees of the Federal University Wukari 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;

(ii) 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;

(iii) 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;

(iv) 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) Lot 1: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

(i) Lot 2: Evidence of Firm's current registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA);

- (j) Company's Audited Accounts for the last three (3) years - 2020, 2021 & 2022;
- (k) Reference Letter from a reputable commercial bank in Nigeria, 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, QSRBN, 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;
- (n) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided indicating among others the Lead Partner (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);
- (o) 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 authorised officer of the firm.

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

Interested Firms are to collect the Standard Bidding Document (SBD) from the office of the Director of Procurement, Federal University Wukari on evidence of payment of a non-refundable tender fee of N10,000.00 per Lot, through Remita platform in any Commercial Bank of their Choice in favour of Federal University Wukari. Evidence of such Payments is to be presented at the cash Office, Bursary Department for official receipt.

#### **(5.0) SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit bid for the Lot desired, two (2) hard copies each of the Technical and Financial Bids 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 and addressed to The Director Procurement, Federal University Wukari and clearly marked with (the name of the project and lot number). Furthermore, the reverse side of the envelope should be clearly marked with the name and address of the bidder and dropped in the designated tender box at the Security Office Federal University Wukari not later than 12:00noon on ..... The working hours are 8:00am to 4:00pm on weekdays, excluding weekends. Please ensure that you sign the bid submission Register in the Office of the Director Procurement of the University as the University will not be held liable for misplaced or wrongly submitted bids.

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

Only the Technical bids will be opened immediately after the close of the submission at 12:00 noon on ..... in the Director of Procurement's office in the presence of bidders or their representatives, while the financial bids will be kept un-opened. Please ensure that you sign the Bid Submission Register as Federal University Wukari will not be held liable for misplaced or wrongly submitted bids.

#### **(8) GENERAL INFORMATION**

- (a) Bids must be in English Language and signed by an official authorised by the firm;
- (b) Bids submitted after the deadline for submission would be returned un-opened;
- (c) The University is not obliged to award the contract to the lowest bidder;
- (d) All cost incurred as a result of the bid Invitation shall be borne by the bidder;
- (e) Bidders can submit through Post (Courier Services) provided delivered before deadline;
- (f) 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-opened;

(g) Federal University Wukari 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:**

**VICE-CHANCELLOR**