

HASSAN USMAN KATSINA POLYTECHNIC

OFFICE OF THE REGISTRAR)

INTERNAL AND EXTERNAL ADVERTISEMENT

PRE - QUALIFICATION OF CONTRACTORS: YEARS 2021/2022/2023 (MERGED) TETFUND INTERVENTION FOR ICT SUPPORT PROJECTS

INVITATION FOR THE PRE - QUALIFICATION OF CONTRACTORS

Hassan Usman Katsina Polytechnic is seeking for reputable contractors to pre - qualify for the execution of its Years 2021/2022/2023 (Merged) TETFund I Intervention for ICT Support Projects.

Lot I - Hardware Procurement Competitive Component

- (i) 5pc HP Pavilion 15"-Intel Core 13-12th Gen-8GB RAM-256GB;
- (ii) 9pcs HP22, 22"SCREEN, ALL - IN - ONE, INTEL CORE 15,1.3GHz, 8GB RAM, 500GB HDD, (TETF/POLY/HUKPOLY/ICT5/21 -23/01).

Custom Software (Competitive Component)

- (i) Administration Software Application - e-Clearance, e-Transcript, e-Records, e-Bookstore, CBT Testing and Proctoring. (Hosting for 2 years);
- (ii) Staff Training for 5 Days, (TETF/POLY/HUKPOLY/ICTS/21-23/01).

Licenses and Renewal (Competitive Component)

- (i) 10pcs Microsoft Office suite Student License, (TETF/POLY/HUKPOLY/ ICTS/21-23/01).

ATC Establishment (Competitive Component)

- (i) 1No. TV Smart DLP Projector, 3000 Lumen or above with inbuilt WIFI;
- (ii) 1No. Training Podium Lectern - Wood based full - floor Lectern with elegant cabinet featuring gold accents;
- (iii) 2pcs Banner and stand: Flat Base Roll - Up Banner stand - 85 X 200cm Direct Printed Canvas with School Logo and ATC Schedule;
- (iv) 2pcs Battery Powered Microphone and Speaker: B5 Battery - Powered Bluetooth 10 Speaker with Bodypack and Headset microphone;
- (v) ATC Website Design, Development and Integration: Design, Development and Integration of ATC Website in the Institutions main website, including staff listing, available courses, schedule, payment details and registration, (TETF/POLY/HUKPOLY/ICTS/21-23/01).

Lot II- ICDL Subscription(NON-Competitive)

- (i) 1Nos. CRN Subscription - Provision of 77 profile pack for various ICDL subjects (VAT Inclusive), (TETF/POLY/HUKPOLY/ICTS/21-23/01).

ATC TTT (Non - Competitive Component)

- (i) ATC TTT: 4 - Day Train - the - Trainer (TTT) Program on Accredited Test Center (ATC) operations (VAT Including), (TETF/POLY/HUKPOLY/ICTS/21- 23/01).

Converged Services (Non - Competitive Component)

- (i) Provision of Capacity Development and Online Blackboard Train the Trainer program for beneficiary, (TETF/POLY/HUKPOLY/ICTS/21 -23/01).

(2) PRE-QUALIFICATION EVALUATION CRITERIA

Interested and competent Contractors and Suppliers wishing to carry out the projects are required to submit the following documents in their technical bids which will be subjected

to verification and due diligence by the Polytechnic.

- (i) Evidence of Registration with the Corporate Affairs Commission;
- (ii) Evidence of Current Tax Clearance Certificate;
- (iii) Evidence of Compliance with Pension Reform Act 2004;
- (iv) Evidence of Compliance with the Provisions of Section 6(1)-(3) of the Amended ITF Act, 2011;
- (v) Vat Registration Certificate;
- (vi) Company Profile and Organizational Structure including Names and Technical Qualification(s) and Experience(s) of key personnel that will be involved in the Project;
- (vii) Verifiable list of Equipment/Machineries owned by the Contractor;
- (viii) Verifiable List of Previous Works successfully carried out within the last three (3) years with names of clients, evidence of award and practical completion and the details of on - going projects;
- (ix) Evidence of Financial Capability to handle the job and Bank Reference;
- (x) Company Audited Account for the immediate past three (3) years;
- (xi) Evidence of Registration with the Federal or State Tenders Board;
- (xii) Any other information that will assist the Polytechnic in assessing the Organization.
- (xiii) The Original copies of items i - xi listed above shall be made available for sighting during the opening session;

(c) Pre-Qualification fees

Interested contractors are to pay a Non – refundable Pre-qualification fee of **Ten Thousand Naira (N10, 000.00)**.

Payment should be made at the Polytechnic **Portal.hukpoly.edu.ng**

(d) Return of Prequalification Documents

Pre-qualification documents listed in (2) above should be returned along with the original copy of the receipt for the payment of the appropriate Non – refundable Pre-qualification fees in a sealed envelope marked “PRE – QUALIFICATION DOCUMENTS FOR Years 2021/2022/2023 (Merged) Tetfund Intervention ICT Support Projects addressed to:

The Registrar

Hassan Usman Katsina Polytechnic

P.M.B. 2052

Katsina

To reach him on or before 12.00noon on Thursday, 22 February, 2024. Pre-qualification documents will be opened on the same day by **12:00noon**. All Contractors or their representatives and members of Civil Society Groups are invited to witness the occasion.

(e) Important Notice

(i) ONLY Pre – qualified companies shall be invited to progress with the main tender.

(ii) This advertisement of “Invitation to pre – qualify” shall not be construed to be an invitation to tender nor a commitment on the part of Hassan Usman Katsina Polytechnic, Katsina to award any form of contract to any company. It shall not also entitle any company submitting documents to claim indemnity from the Polytechnic. The Polytechnic reserves the right to take final decision on any of the documents received in the pre-qualification

package.

(iii) Submission of Tender Documents -The completed Tender Documents are to be submitted in sealed envelope clearly marked "Tender Documents for Years 2021/2022/2023 (Merged) Tetfund Intervention for ICT Support Projects (Write the project title and Lot No.) at top right -hand corner and address to:

The Registrar

Hassan Usman Katsina Polytechnic

P.M.B 2052

Katsina

To reach him on or before **12:00 noon on Thursday, 22 February, 2024**

(iv) Tender opening will be on **Thursday, 22 February, 2024 by 12:00 noon** at Hassan Usman Katsina Polytechnic, Katsina, Committee Room, Central Administration.

SIGNED

ISHAQ ALTI. FCAI

REGISTRAR