

INTERNATIONAL CENTRE FOR BIOTECHNOLOGY (UNESCO-ICB)

KWAMEH NKRUMAH WAY

UNIVERSITY OF NIGERIA, NSUKKA

INVITATION TO TENDER/EXPRESSION OF INTEREST FOR PROVISION OF 2024 CAPITAL PROJECTS

(1.0) INTRODUCTION

The International Centre for Biotechnology, Nsukka, was established under the auspices of UNESCO as a Category II Centre to provide high-level training, education and research in biotechnology-related areas, particularly security, bio-resources conservation and tropical diseases, to African and international scientists. In compliance with the Public Procurement Act 2007, the UNESCO International Centre for Biotechnology (UNESCO-ICB) hereby invites all interested and eligible Suppliers with relevant experience to tender for the following Capital Projects.

(2.0) SCOPE OF SUPPLY

CATEGORY LOT NO	PROJECT TITLE	LOCATION
A: GOODS		
A1	Supply of a Project vehicle for the Centre	Nsukka
A2	Supply of Equipment for New Molecular Biology Laboratory	Nsukka
A3	Saving the future: a gene bank of cultivated and wild plants in Nigeria	Nsukka
A4	Supply of Rapid diagnostic tools for early detection	Nsukka
A5	Food Security: Saving the harvest for food security and quantifying the magnitude and sources of post -harvest food losses	Nsukka
B CONSULTANCY		

B1	Provision of consultancy service for hosting of the International Advisory Board Meeting of the International Centre for Biotechnology	Nsukka
B2	Food Crops Biotechnology consultancy services	Nsukka
B3	Tropical Diseases Biotechnology consultancy services	Nsukka
B4	Bioresources Conservation Biotechnology consultancy services	Nsukka
B5	Provision of Consultancy services for the management of the 2024 Biotechnology Research Fellowship Programme on Food, Disease and Bioresource	Nsukka

Above-listed projects shall be subjected to Due Process, to ensure that processes are transparent and fair to all interested and eligible bidders wishing to participate.

(3.0) ELIGIBILITY REQUIREMENTS

- (a) Evidence of certificate of incorporation with the Corporate Affairs Commission (CAC), including forms CAC2 and CAC7 (or CAC1.1).
- (b) Evidence of Company Income Tax Clearance Certificate for the last three (3) years (2021, 2022, 2023) valid till 31st December 2024.
- (c) Evidence of current Pension Compliance Certificate, valid till 31st December 2024
- (d) Evidence of current Industrial Training Fund (I.T.F) Compliance Certificate, valid till December 2024
- (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 31st December 2024, or valid Certificate issued by the Bureau of Public Procurement.
- (g) Sworn Affidavit disclosing whether or not any Officer of the relevant Committees of

UNESCO-ICB or the Bureau of Public Procurement is a former or present Director, Shareholder or has any other pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;

- (h) Company's audited Accounts for the last three (3) years (2021, 2022 and 2023);
- (i) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their academic/Professional qualifications
- (j) All documents for submission must be transmitted with a covering/forwarding letter under the Company/Firm's Letterhead Paper, bearing amongst others, the Company's Registration Number (RC), as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM Number) and Official Email Address. The Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page and be duly signed by the Firm's Authorized Officer.

(4.0) COLLECTION OF TENDER DOCUMENTS

Interested companies are to sign and collect Standard Bidding Documents from the UNESCO International Centre for Biotechnology (UNESCO-ICB) Office of Procurement on Kwameh Nkrumah Way, University of Nigeria, Nsukka, Enugu State, Nigeria. Collection of Tender Documents shall be between the working hours of 8.30 am and 4.00 pm, daily, on the payment of a non-refundable fee of N10,000.00 into UNESCO-ICB INTERNALLY GENERATED REVENUE ACCOUNT. The Photocopy of Teller for this payment should be attached to the Tender document.

(5.0) SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit Bid for each of Lot desired. Two (2) printed copies each of the technical and financial bids, with soft copies of financial bids only in MS Excel Format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Both envelopes shall thereafter be put together in a larger envelope, sealed and addressed to:

The Executive Director, UNESCO International Centre for Biotechnology, Kwameh Nkrumah Way, University of Nigeria, Nsukka, Enugu State. Envelopes shall be Marked Clearly with: Lot Number and Name of the Project (e.g., Lot 1: Supply of operational vehicle for UNESCO-TCB) as well as bear the Statement: "DO NOT OPEN BEFORE 12:00 noon on the reverse of each sealed envelope shall bear the name and address of the Bidder. Bid documents shall be dropped in the designated Tender Box in the Office of the Executive Director, not later than **12.00 noon on 22 April 2024**. Bidders should please ensure that they sign the Bid Submission Register to be provided for this purpose in the office, as UNESCO-ICB shall not be held liable for misplaced or wrongly submitted bids.

(6.0) OPENING OF TECHNICAL BIDS

Technical bids shall be opened immediately after the deadline for submission at **12.00 noon on 22 April 2024** at UNESCO-ICB's Seminar Room I, while the financial bid shall be kept unopened. For further information, kindly contact dadmin@unescoicb.org.ng

(7.0) GENERAL INFORMATION

- (a) Bid must be in English Language and signed by the Bidder's Authorized Official;
- (b) Bids submitted after the deadline for submission shall be returned unopened;
- (c) Bidders should not bid for more than two (2) lots;
- (d) All costs for bidding and submission of bids shall be borne by Bidders;
- (e) UNESCO-ICB is neither committed nor obliged to pre-qualify any Contractor or to award to any Supplier Agent;
- (f) UNESCO-ICB shall only recognize and correspond with Authorized Officers of Tendering Companies and NOT through individuals or agents acting on their behalf;
- (g) Bids Opening shall be covered by video recording with the presence of two (2) representatives of private sector professional bodies and civil society Organizations in the

Areas of Anti-Corruption/Transparency;

(h) Bid documents may also be collected in soft copies, while Bidders can submit through Post (Courier Services), provided Bids arrive prior to Submission Deadline;

(i) Only Pre-qualified Bidders at technical evaluation shall be invited, at a later date, for financial bids opening, while the financial Bids of unsuccessful Bidders shall be returned unopened.

(j) This advertisement for invitation shall neither be construed as commitment on the part of UNESCO-ICB nor shall it entitle any contractor to make any claim whatsoever and/or seek any indemnity from UNESCO-ICB;

(k) UNESCO-ICB also reserves the right to invoke the provisions of Section 28 of Public Procurement Act (PPA) without incurring any liabilities to the Bidder.

SIGNED

EXECUTIVE DIRECTOR