

KWARA STATE POLYTECHNIC, ILORIN
PMB 1375, ILORIN KWARA STATE

**INVITATION FOR PRE-QUALIFICATION AND TENDER OF YEAR 2023 TETFUND
ANNUAL INTERVENTION PROJECTS**

1. PREAMBLE

The Kwara State Polytechnic, Ilorin pursuant to its mandate and in compliance with the requirements of the Public Procurement Act, 2007 and other extant government regulations wishes to invite interested, competent/qualified and experienced contractors/suppliers with relevant experiences and good track records of prompt delivery of similar projects to be pre-qualified for the procurement of goods and services under the year 2023 TETFUND ANNUAL INTERVENTION PROJECT below:

2. SCOPE OF WORKS

LOT TA1: Procurement, Installation Testing, Commissioning of Equipment and furnishing of the just rehabilitated Institute of Technology (IOT) Complex

3. ELIGIBILITY REQUIREMENTS

- a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC 2 and CAC7;
- b) Evidence of Company's Income Tax Clearance Certificates 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 current 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 Kwara State Polytechnic or Bureau of Public Procurement (BPP) 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 the company is not in receivership, the subject of any form or bankruptcy proceedings of the subject of any form of winding up petition or proceeding.
- That the company is not in receivership, the subject of any form or bankruptcy proceedings of the subject of any form of winding up petition or proceeding

h) Company's Audited Accounts for the last three years (2020, 2021 & 2022);

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

j) 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, QSDRBN, ARCON, CORBON, SURCON etc;

k) 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;

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

Note: All documents for submission must be submitted with a Covering/Forwarding letter under the Company's letter head paper bearing amongst others, the Registration Number (RC) as issued by the CAC, Contact Address, Telephone Number (preferably GSM No) fax and email 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 firms are to collect the Standard Bidding Documents (SBD) from the office of the Director, Works and Maintenance Services Department, Kwara State Polytechnic, Ilorin, upon evidence of payment of a non-refundable fee of Ten Thousand Naira (N10, 000.00) only per lot, paid into the Kwara State Polytechnic as follows:

Account Name: KWARA STATE POLYTECHNIC

Bank Name: FCMB

Account Number: 0838798109

5. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit two (2) hard copies each of the technical and financial bids with softcopy of the financial bid in MS

Excel format, packaged separately in sealed and clearly marked as "Technical Bid" and "Financial Bid". Thereafter, the two sealed envelopes should be put together in a bigger sealed envelope addressed to the Rector, Kwara State Polytechnic, Ilorin, Kwara State and clearly marked with the name of the project and lot number.

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated tender Box in the office of the Registrar, Kwara State Polytechnic, Ilorin between the working hours of 8:00am to 4:00pm **not later than**

12:00noon Monday, 19th February, 2024. Please, ensure that you signed the bid submission register in the office of the Registrar of the Polytechnic as the Polytechnic will not be held liable for misplaced or wrongly submitted bids.

6. OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline of the submission at **12:00noon Monday, 19th February, 2024** in the conference room, Central Administration Building, Kwara State Polytechnic, Ilorin, Kwara State in the presence of

bidders or their representatives, while the financial bids will be kept un-opened. For further enquiry, contact the Director of **Procurement, Kwara State Polytechnic, Ilorin, Kwara State.**

7. GENERAL INFORMATION

- a. Bids must be in English Language and signed an official authorized by the firm;
- b. Bids submitted after the deadline for submission would be returned un- opened;
- c. Delivery by courier/post will be returned un-opened if delivered after the deadline for submission;
- d. All cost incurred as a result of the bid submission shall be borne by the bidders;
- e. 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;
- f. Only pre-qualified bidders will be invited at a later date for financial bids of unsuccessful bidders will be returned un-opened.
- g. The Polytechnic is not bound to award the contract to the lowest cost bidder but to the lowest evaluated responsive bidder;
- h. Kwara State Polytechnic, Ilorin is not bound to prequalify and bidder 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
Sadiq Ismaila
Ag. Registrar