

MICHAEL OKPARA UNIVERSITY OF AGRICULTURE, UMUDIKE, ABIA STATE

INVITATION TO TENDER FOR YEAR 2023 INTERNALLY GENERATED REVENUE PROJECTS

(1.0) BACKGROUND

(1.1) Michael Okpara University of Agriculture, Umudike, Abia State wishes to execute Projects under the 2023 Internally Generated Revenue (IGR) Projects.

(1.2) Accordingly, and in line with the provisions of the Public Procurement Act 2007, the University hereby invites interested and reputable Contractors/Suppliers with relevant experience and track record to submit Technical Bid for the projects listed below:

Lot	Description
1	Fabrication and installation of 5 in 1 classroom collapsible seats with desk
2	Refurbishment of dilapidated classroom desks and seats

(3.0) 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; with minimum average annual turnover of N400 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 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:

- disclosing whether or not any officer of the relevant committees of the Michael Okpara University of Agriculture, Umudike, Abia 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 falsification 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;

- 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) Letter of Authorisation as Representative of the Original Equipment Manufacturers (OEM);

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

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

(k) 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.;

(l) 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;

(m) Works: List of Plants/Equipment with proof of Ownership/Lease Agreement;

(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.

(4.0) SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

Prospective bidders are to submit 3 No Technical bids packaged in a sealed envelope addressed to: The Registrar Michael Okpara University of Agriculture, Umudike, Abia State and clearly marked YEAR 2023 Internally Generated Revenue Projects with lot number and lot description. Furthermore, the reverse of the sealed envelope should have the name and address of the bidder and dropped in the designated Tender box at the Office of the Registrar, not later than **12:00 noon Monday, 13 November, 2023**.

(5.0) OPENING OF PRE-QUALIFICATION DOCUMENTS

The technical bids will be opened immediately after the deadline for submission at **12:00 noon Monday, 13 November, 2023** in the Vice-Chancellor's Conference Room of the

University in the presence of bidders or their representatives.

(6.0) GENERAL INFORMATION

- (a) Bids must be in English Language and signed by an official authorised by the bidder;
- (b) Bids submitted after the deadline for submission will be returned un-opened;
- (c) All costs will be borne by the bidders;
- (d) 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;
- (e) Only pre-qualified bidders will be invited at a later date for collection of tender documents;
- (f) The University is not bound to prequalify 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:

REGISTRAR