

MICHAEL OKPARA UNIVERSITY OF AGRICULTURE, UMUDIKE, ABIA STATE

INVITATION TO TENDER FOR YEAR 2023 TETFUND ZONAL INTERVENTION PROJECTS

(1) INTRODUCTION

The Michael Okpara University of Agriculture, Umudike, Abia State, accordingly, the college wishes to invite reputable contractors with relevant proven competence and experience to submit tenders for the execution of the following projects.

(2) SCOPE OF WORKS

Lot 1: Procurement, Supply and Installation, Testing and Commissioning of Advance Science Laboratory Equipment

Lot 2: Procurement. Supply of installation, Testing and Commissioning of Laboratory and Engineering Equipment for Chemical Engineering Department

(3) ELIGIBILITY REQUIREMENTS

Prospective Bidders should submit the under listed requirements to be eligible in this procurement:

- (a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 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 bidden 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 31/12/2023 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;
- (h) Company's Audited Accounts for the last three (3) years -2020, 2021 & 2022;
- (i) Reference Letter from a reputable Commercial Bank in Nigeria, 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.
- (k) Verifiable documentary evidence of at least three (3) similar jobs (in size, nature

& complexity) executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;

(l) Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

(m) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, 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 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 Companies are to collect the Standard Bidding Document (SBD) from the office of the Chief Procurement Officer, Michael Okpara University of Agriculture, Umudike within working hours; upon the presentation of evidence of payment of non-refundable tender fee of N10, 000.00 per Lot paid into the Michael Okpara University of Agriculture's REMITA account in any reputable Commercial Bank in Nigeria.

(5) SUBMISSION OF BID DOCUMENTS

Interested and competent bidders are requested to submit three (3) hard copies each of Completed technical and financial bids, packaged separately in sealed envelopes and together in a third bigger sealed envelope addressed to: The Vice-Chancellor, Michael Okpara University of Agriculture Umudike, Abia State, and clearly marked with the name of the project and the 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 at the

office of the Registrar, not later than **12:00 noon Wednesday, 29 November, 2023**.

(6) OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon Wednesday, 29 November, 2023** at the University's Board Room, while the financial bids will be kept un-opened.

(7) GENERAL INFORMATION

Please note that:

- (i) All submissions must be made only in English Language;
- (ii) Any bid received after the deadline for submission shall be returned unopened.
- (iii) Contractors are not permitted to bid for more than one lot. Any bidder that violated this rule shall be disqualified.
- (iv) Technical and financial bids enclosed in one and same single envelope that will expose the technical and financial bids at the same time of opening shall be disqualified
- (v) 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;
- (vi) 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
- (vii) Michael Okpara University of Agriculture, Umudike 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

REGISTRAR