

NATIONAL ASSEMBLY

INVITATION TO TENDER

The National Assembly Management wishes to notify the General Public of its intention to Solicit Tender from competent and reputable companies for the under listed contracts being contemplated under 2024 Fiscal Year Budget.

(2) SCOPE (LOTS)

- (a) Supply of Physiotherapy Equipment (LOT 1);
- (b) Supply and Installation of Cytopathological 'Investigation Equipment (LOT 2)
- (c) Supply and Installation of Automated External Defibrillators (LOT3)
- (d) Supply of Office Equipment (LOT 4);
- (e) Supply of Security Equipment (LOT 5):
- (f) Renovation and Remodelling of Conference Halls (LOT 6);
- (g) Supply of Utility Vehicles (LOT 7);
- (h) Supply of Vehicles (LOT 8)
- (i) Furnishing of Hearing Rooms (LOT 9)
- (j) Purchase of Additional Utility Vehicles (LOT 10)
- (k) Refurbishing, Furnishing and Supply of office Items to Conference Room 426 (LOT 11);
- (l) Provision of Alternative Power backup (Inverter System) (LOT 12);
- (m) Provision of Legislative Materials (LOT 13);

- (n) Provision of Legislator's Companion (LOT 14);
- (o) Supply of First Aid Boxes (LOT 15);
- (p) Production and Supply of Roll call Board (LOT 16);
- (q) Supply and Installation AFO Automatic Ball Fire Extinguishers (LGT17); and
- (r) Request for Training Consultant (LOT 18).

(3) TENDER REQUIREMENT

Prospective Bidders are required to submit the following document along with the complete Tenders document (s)

- (a) Evidence of Registration with CAC, Including Forms CA2, 7 and Current Company Status Report;
- (b) Evidence of Tax Clearance Certificate for the Past 3 Years (2021, 2022, 2023);
- (c) Evidence of Audited Account for the Past 3 Years (2021, 2022, 2023) Signed & Stamped by a Registered Auditor
- (d) Evidence of Financial Capacity to Execute the Contract by Submission of Reference Letter from a reputable Financial Institutions in Nigeria, indicating willingness to provide credit facility for the execution of the contract needed (Original Copy)
- (e) Evidence of PENCOM Registration & Remittance;
- (f) Evidence of relevant Professional Certificate (Where Applicable - CMD, COREN etc);
- (g) Evidence of Registration with Financial Reporting Council;
- (h) Evidence of Registration with NSITF;

- (i) Evidence of Registration with ITF;
- (j) Copies of VAT & Evidence of Post Remittance;
- (k) Evidence of Execution of at least 3 recent similar Projects within the Last 3 years;
and
- (l) Sworn Affidavit in line with the Provision of Part IV, Section 16 Subsection 6 (E-F) of the Public Procurement Act 2007 and also to confirm authenticity of Documents Submitter and listed above (Original Copy)

(4) TENDER INSTRUCTIONS

All bidding documents submitted shall be assessed in full compliance with the requirement (especially the highlighted Requirements) which shall form the basis of eligibility of Contractors;

- (ii) Bid Security of 2% of the Bid Sum (for Bids in excess of N50,000,000.00): and
- (iii) Interested Companies are to collect Bid Documents (Including detailed information) from the National Assembly Tenders Board Secretariat (Room 1,279, Annex 1, NASS Complex) upon evidence of Payment of non-refundable Bid Document Fee of N50,000.00 (in Bank in Favour of National Assembly).

(5) SUBMISSION OF BIDS

- (i) The documents must be paginated, initialed and have table of content paged as the cover page and closed in a 15 x 9.5 envelope and marked appropriately at the left hand corner "Tender and LOT number (properly sealed) and addressed to the Director Tenders Board Secretariat National Assembly, Three Arms Zone, Abuja
- (ii) Accompany with a soft copy of all documents submitted on a USB Flash Disk
- (iii) To be registered and dropped in the appropriate Tenders Box in the office of the

Director Tenders Board Secretariat, National Assembly (Room 1,279, Annex 1, National Assembly Complex) not later than **2pm on the 15 April, 2024.**

(6) KINDLY NOTE

- (i) All submissions would be verified from relevant agencies like the FIRS, NSITF, CAC PENCOM etc;
- (ii) National Assembly reserved the right to reject any Tender documents;
- (iii) This Invitation should not be considered to be a commitment on the part of the National Assembly to have entered into any form of contract with any company to make any claim whatsoever from the National Assembly;
- (iv) All costs incurred as a result of this Tender Invitation and subsequent requests for information shall be borne by the bidding companies;
- (v) The tender bid should be very clear about the Bidders area of competence and interest;
- (vi) Proposal for different procurement LOTs should be submitted in different envelopes;
- (vii) Late submission would be rejected;
- (viii) All documents shall be submitted in person and not through post;
- (x) Failure to comply with the instructions and provide any required document (s') may automatically result in disqualification;
- (xi) Submission of false documents is an offense and would lead to disqualification prosecution;
- (xii) The National Assembly also reserved the right to annul the process at any time without incurring any liability and assigning reason thereof.

SIGNED

MANAGEMENT

nasstendersboard@yahoo.com