

NATIONAL MATHEMATICAL CENTRE, ABUJA

INVITATION FOR TENDER

1. INTRODUCTION

The National Mathematical Centre, Abuja in keeping with its mandates and in compliance with the provisions of the Public Procurement Act 2007, intends to apply part of her 2023 capital appropriation to execute the understated project and hereby invites interested, competent and reputable contractors with relevant experience and good record of accomplishment to submit tender (Technical and Financial).

2. SCOPE OF WORKS

A3: COMPLETION OF CONSTRUCTION OF PARTICIPANT'S HOSTEL (TENDER)

3. ELIGIBILITY REQUIREMENTS

All interested contractors should submit the following documents

- a) Evidence of certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC2 and CAC7.
- b) Evidence of Company's Income Tax Clearance Certificates the last three (3) years valid till 31st December 2023 with a minimum average turnover of N50 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 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 National mathematical Centre 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 no director has been convicted in any county for any criminal offence relating to fraud impropriety or criminal misrepresentation of falsification of facts relating to any matter.
- 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 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) List of Plants/Equipment with proof of Ownership/Lease agreement.

m) 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 company/firm.

4. COLLECTION AND SUBMISSION OF TENDER (CATEGORIES A & B)

Interested bidders are to pay through remita a non-refundable tender fee of N10,000.00 (ten thousand naira) only on **National Mathematical Centre Remita Account, MDA GIFMIS Code: 0517021025 and obtain the tender document in room 213 admin block, National mathematical centre, Sheda-Kwali, Abuja after converting the remita receipt to cash receipt in the cash office at the centre.**

5. SUBMISSION OF TENDER DOCUMENTS(LOTS A3)

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 Director/CE, National Mathematical Centre, Kaduna Lokoja Expressway, Sheda-Kwali, Abuja and clearly marked with the Lot bided for. 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 reception of the administrative block, National Mathematical Centre, Kaduna-Lokoja Expressway, Sheda-Kwali, Abuja not later than **12:00 noon on Monday 4th March, 2024.**

Note: please ensure that you sign the bid submission register and collect the bid submission receipt at the point of submission indicated above as National Mathematical Centre, Abuja will not be held liable for misplaced or wrongly submitted bid. For enquiries, please call 08033155373.

6. OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission of bids at **12:00 noon on Monday 4th March, 2024**, at the NMC computer Laboratory, National Mathematical Centre, Kaduna-Lokoja Expressway, Sheda-kwali, Abuja, while the financial bids will be kept unopened.

7. GENERAL INFORMATION

- i. Bids must be in English Language and signed by an official authorized by the bidder;
- ii. Bids submitted after the deadline for submission would be returned unopened;
- iii. All cost will be borne by the bidders;
- iv. The technical bids will be opened in the presence of CSO and professional bodies and covered by video recording, invitation link will be sent to bidder who choose to join the bid opening online;
- v. Only pre-qualified bidders at technical evaluation will be invited at later date for financial bids opening, while the financial bids of unsuccessful bidders will be returned un-opened;
- vi. Arrangement of technical documents in hard copies should follow strictly the order in the list above and appropriately paged. The technical documents should have a table of content indicating the pages where their items are to be found. Failure to comply with this directive will result in disqualification of the Bidder.
- vii. Failure to comply with this directive will result in disqualification of the bidder.
- viii. The National Mathematical Centre is not bound to prequalify /shortlist 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
The Director/Chief Executive
National Mathematical Centre, Abuja