

NIPOST TRANSPORT AND LOGISTICS SERVICES LIMITED (NITRALS)

INVITATION FOR PRE-QUALIFICATION AND TENDER

(1) INTRODUCTION

The NIPOST Transport and Logistics Services Limited hereby invites reputable, interested, and competent companies/firms to submit Technical and Financial Tender for the execution of 2023 Capital projects in compliance with the provisions of the Public Procurement Act, 2007 as follows:

LOT No.	PROJECT DESCRIPTION
1A	Procurement of Cargo Van
1B	Procurement of Cargo Bus
1C	Procurement of Mini-Cargo Van
2	Procurement Cargo Tricycle and Motorcycle with Boxed Body and Lock
3	Procurement of Saloon Care
4	Procurement of Pick-Up Utility Vehicle
5	Procurement of Double and Single Cabin Utility Vehicle with Based Body and Lock
6	Procurement of Heavy Truck with Flat Bed and Boxed Body
7	Procurement of Semi-Heavy truck with flat-Bed and Boxed Body
8	Procurement of Light Truck with Boxed Body
9	Procurement of Semi-Light Truck with Boxed Body
10A	Procurement of Mini Light Truck with Boxed Body
10B	Procurement of Semi-Mini Light Truck with Boxed Body
10C	Procurement of Mini Truck with Open Body

(2) ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the following documents in their Technical bids:

- (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;
- (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 bidders 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 NIPOST Transport and Logistics Services Limited 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) 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 Certificates such as COREN, QSRBN, ARCON, CORBON etc..
- (k) Verifiable documentary evidence of at least three (3) similar jobs (in size, nature & complexity) executed in the last live (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 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);

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.

(3) COLLECTION OF TENDER DOCUMENTS

Interested Bidders shall obtain the Tender documents from the Procurement Office, NITRALS's Head Office at No. 4. Gongola Street, Area 2, Garki, Abuja on payment of N10,000.00 only non-refundable Tender fee per Lot, payable in bank draft in favour of NIPOST Transport and Logistics Services Limited's.

(4) SUBMISSION OF TENDER DOCUMENTS

The Technical and completed Financial Tender documents clearly stating the schedule of price, warranty and validity period, etc. should be submitted in two separate envelopes sealed and clearly marked "Technical Bid" and "Financial Bid" addressed and submitted to: The Chief Executive Officer, NIPOST Transport and Logistics Services Limited. No. 4, Gongola Street. Area 2, Garki, Abuja FCT **on or before 12:00 noon of Monday, 8 January, 2024**. The reverse of the envelopes should bear the Company's address and phone number.

(5) OPENING OF TECHNICAL BIDS

Only the technical bids shall be opened immediately after the deadline for submission at **12:00 noon of Monday, 8 January, 2024** at No. 4, Gongola Street, Area 2, Garki. Abuja FCT while the financial bids will be kept un-opened.

(6) 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 would be returned un-opened
- (c) This advertisement shall not be construed as a contract award or any commitment on the part of NITRALS; nor shall it entitle Bidder to make any indemnity from NITRALS by virtue of Bidder having responded to this advertisement;
- (d) The Technical Bills 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 on line;
- (e) 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;
- (f) The NIPOST Transport and Logistics Services Limited 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

MANAGEMENT