

QATAR CHARITY

PRE-QUALIFICATION ADVERTISEMENT

Qatar Charity Organization has allocated Funds for a Proposed Multi Services Center Development at Abuja. Accordingly, Qatar Charity wishes to invite reputable Construction Companies with relevant proven competence and experiences to submit pre-qualification documents to be prequalified for various building construction projects.

| TENDER DESCRIPTION NUMBER OF PROJECT | PROJECT CLASSIFICATION | NO. OF ENVELOPES | TEMPORARY TENDER CLOSING INSURANCE FEE | DATE |
|---|---------------------------|---------------------|---|------|
|---|---------------------------|---------------------|---|------|

A Multi-service
center
development
consisting of:

Mosque 605m2
(including ablution
area and toilets),

solar-powered
borehole with
15000 liters steel
tank,

10 units of 2
Bedroom houses -
staff quarters
(731m2),

211

Students Hostel Education and
2442m2 Culture

1

30/11/2023
12:00 noon

(orphanage), School
2310m2 (including
admin and other
offices),

10 shops (230m2),
clinic (700m2),

Football playground
and green area
(2000 m2),

office building
(2140m2);

and 80 units
apartment building
(17150m2).

Eligibility Information

- Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including forms CAC2 and CAC7 (or CAC 1.1 as applicable).
- Evidence of company's Incomes Tax Clearance Certificate for the last three (3) years (2020, 2021 & 2022) valid till 31st December 2023.
- 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); 4) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2023.
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2023.
- Affidavit:
 - disclosing that no officer of Qatar Charity 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,
- Company's Audited Accounts for the last three (3) years - 2020, 2021 & 2022.
- Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed.

- 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.
- 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.
- List of Plants/Equipment with proof of Ownership/Lease Agreement,
- For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Affidavit are compulsory for each JV partner).
- 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 authorized officer of the firm.
- SCUML certificate.
- Financial Regulatory Council certificate.
- Minimum Company Turnover of =N=500,000,000.00 (Five Hundred Million Naira).
- Bidders that have not registered with us on Qatar Charity website should please register using the following link:
<https://financial.qcharity.org/purchasesoffice/Default.aspx?lang=1>, to be eligible to bid for projects at any given time.

The technical evaluation is based directly on the information provided by the companies in

their envelopes as follow:

- Capabilities in organization and technology:
- **Track Record:** mainly the experience in similar projects,
- Time schedule and completing on time – this reflects the managerial abilities of the company and its readiness for the job,
- **Understanding of the works** – good understanding of the works can help project planning and anticipation of any unforeseen problems.
- **Miscellaneous Policies** – quality assurance policies, HSE and the like,
- **Technical Resources**
- **Technical Staff:** – QC, needs to be assured of the quality of the company staff through the CVs.
- **Responsiveness to Tender**
- **Pre-qualification documents and presentation** – The response to the requests of Qatar Charity increases the good impression about the contractor company.
- **Project duration:** The schedule provided by the contractor company is very important for Qatar Charity, and it is considered a very important criterion.

SUBMISSION

Interested bidders are required to submit two hard copies (Marked Original & Copy) marked at the top right corner of each envelope stating the title of the project:

“PREQUALIFICATION DOCUMENTS FOR PROPOSED MULTI SERVICES CENTER DEVELOPMENT” and at the reverse side the name of the company should be boldly written and be left in the appropriate Tender Box at Qatar Charity office to be addressed to:

The Procurement Team,

Qatar Charity Nigeria Office,

No. 3, Bolaji Akinyemi Crescent, Katampe extension, Abuja.

- Please make sure you sign the Submission Register as Qatar Charity will not be held responsible for misplaced or wrongly submitted Bids.
- In addition to the hard copies, please send a soft copy of your submission to ttc@qcharity.org

Important Notes

- Bid must be in English language and signed by an official authorized by the bidder.
- Inquiries relating to this tender should be submitted by email to ttc@qcharity.org
- Bids submitted after the deadline for submission would be returned un-opened.
- All costs will be borne by the bidders.
- Only pre-qualified bidders at technical evaluation will be invited to pick up the financial bid.
- Qatar Charity is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities.

SIGNED:

QATAR CHARITY PROCUREMENT TEAM.