

TERTIARY EDUCATION TRUST FUND (TETFund)

**NO. 6 ZAMBEZI CRESCENT OFF AGUIYI IRONSI STREET, MAITAMA,
ABUJA**

INVITATION FOR PRE-QUALIFICATION FOR YEAR 2024 CAPITAL AND RECURRENT PROJECTS & SERVICES

1. INTRODUCTION

The Tertiary Education Trust Fund (TETFund), in compliance with the provisions of the Public Procurement Act (2007), hereby invites eligible Contractors and Suppliers to submit Technical and Financial bids for the following:

2. SCOPE OF WORKS/GOODS/SERVICES (PREQUALIFICATION) CATEGORY 1-SPECIFIC PROCUREMENT NOTICE (WORKS)

SPN WORKS;

**LOT 1: ESTABLISHMENT OF CENTRAL MULTI-PURPOSE RESEARCH LABORATORIES IN
NIGERIAN UNIVERSITIES**

LOT 1A: Construction of Central Multi-Purpose Research Laboratory at University of Abuja, (North-Central Geo-Political Zone).

LOT 1B: Construction of Central Multi-Purpose Research Laboratory at Bayero University, Kano (North-West Geo-Political Zone).

LOT 1C: Construction of Central Multi-Purpose Research Laboratory at University of Port-Harcourt, Rivers State, (South-South Geo-Political Zone).

LOT 1D: Construction of Central Multi-Purpose Research Laboratory at University of Lagos, (South-West Geo-Political Zone).

SPN WORKS;

LOT 2: ESTABLISHMENT OF INNOVATION HUBS IN SIX (6) NIGERIAN

UNIVERSITIES ONE (1) INSTITUTION PER GEO-POLITICAL ZONE

LOT 2A: at Federal University of Technology Minna, (North-Central Geo-Political Zone).

LOT 2B: at Adamawa State University, (North-East Geo-Political Zone).

LOT 2C: at Usman Danfodio University Sokoto (North-West Geo-Political Zone).

LOT 2D: at University of Nigeria Nsukka, (South-East Geo-Political Zone).

LOT 2E: at University of Calabar, Cross-River (South-South Geo-Political Zone).

LOT 2F: at Federal University of Technology, Akure (South-West Geo-Political Zone).

SPN WORKS;

LOT 3: ESTABLISHMENT OF 6 ENTREPRENEURSHIP FOR INNOVATION HUBS IN SIX (6) NIGERIAN POLYTECHNICS ONE (1) INSTITUTION PER GEO-POLITICAL ZONES

LOT 3A: at Federal Polytechnic, Nasarawa, (North-Central Geo-Political Zone).

LOT 3B: at Kwara State Polytechnic, Ilorin, (North-Central Geo-Political Zone).

LOT 3C: at Abubakar Tatari Ali Polytechnic, Bauchi, (North-East Geo-Political Zone).

LOT 3D: at Hussaini Adamu Federal Polytechnic, Kazaure, Jigawa State (North-West Geo-Political Zone).

LOT 3E: at Institute of Management and Technology, Enugu (South-East Geo-Political Zone).

LOT 3F: at Federal Polytechnic Ilaro, Ogun (South-West Geo-Political Zone).

SPN WORKS;

LOT 4: ESTABLISHMENT OF 6 ENTREPRENEURSHIP FOR INNOVATION HUBS IN

SIX (6) NIGERIAN COLLEGES OF EDUCATION ONE (1) INSTITUTION PER GEO-POLITICAL ZONES

LOT 4A: at Federal College of Education (Technical), Gombe, Gombe State (North East Geo-Political Zone).

LOT 4B: at Federal College of Education (Technical), Bichi, Kano State (North West Geo-Political Zone). LOT 4C: at Federal College of Education (Technical), Umunze Anambra State (South-East Geo-Political Zone).

LOT 4D: at Federal College of Education (Technical), Asaba Delta State (South-South Geo-Political Zone).

LOT 4E: at Federal College of Education (Technical), Ekhiadolor Edo State (South-South Geo-Political Zone).

LOT 4F: at Federal College of Education (Technical), Akoka (South-West Geo-Political Zone).

SPN WORKS;

LOT 5: UPGRADING/REMODELING OF Six (6) INNOVATION HUBS & Six (6) ENTREPRENEURSHIP CENTRES ACROSS THE SIX (6) GEO-POLITICAL ZONES

LOT 5A: Upgrading/Remodelling of Innovation Hub at University of Ilorin, (North-Central Geo-Political Zone).

LOT 5B: Upgrading/Remodelling of Entrepreneurship Centre Kogi State Polytechnic Lokoja, (North-Central Geo-Political Zone).

LOT 5C: Upgrading/Remodelling of innovation Hub at University of Maiduguri, (North-East Geo-Political Zone).

LOT 5D: Upgrading/Remodelling of Entrepreneurship Centre at Federal College of Education (Technical) Potiskum, (North-East Geo-Political Zone).

LOT 5E: Upgrading/Remodelling of Entrepreneurship Centre Federal College of Education (Technical) Gusau, (North-West Geo-Political Zone).

LOT 5F: Upgrading/Remodelling of Entrepreneurship Centre at Abia State College of Education (Technical) Arochukwu, (South-East Geo-Political Zone).

LOT 5G: Upgrading/Remodelling of Entrepreneurship Centre at Federal Polytechnic Ukana, Akwa-Ibom, (South-South Geo-Political Zone).

LOT 5H: Upgrading/Remodelling of Innovation Hub at University of Port-Harcourt, (South-South Geo-Political Zone).

LOT 5I: Upgrading/Remodelling of Entrepreneurship Centre at Federal Polytechnic Ado-Ekiti, (South-West Geo-Political Zone).

LOT 5J: Upgrading/Remodelling of Innovation Hub at University of Lagos, (South- West Geo-Political Zone).

SPN WORKS;

LOT 6: Renovation and Remodelling of 1st, 2 and 3 Floors Receptions and Hallways Including Ground Floor of TETFund Headquarters, Abuja.

SPN WORKS;

LOT 7: Construction of Staff Sick Bay at the Fund Headquarter Building, Abuja.

SPN WORKS;

LOT 8: Establishment of Crèche at the Fund Head Office Complex, Abuja.

SPN WORKS;

LOT 9A: Construction of North-East Zonal Office at Bauchi, Bauchi State.

SPN WORKS;

LOT 9B: Construction of South-West Zonal Office at Lagos, Lagos State

SPN WORKS;

LOT 10: Construction of TETFund Auditorium Phase III (Meeting Room/Lounge/Canteen) at Head Office Complex, Abuja.

SPN WORKS;

LOT 11: Construction and installation of 1 (One) MVA Transformer and 11KV underground cable dedicated line from Nearly 33/11KV Sub-Station to the TETFund Headquarters Building, Abuja.

SPN WORKS;

LOT 12A:

Supply and Installation of 1 (One) nr Power Generating Set and Alternative Power Source at North-Central Zonal Office, Karu, Nasarawa State.

SPN WORKS;

LOT 12B: Supply and Installation of 1 (One) nr Power Generating Set and Alternative Power Source at North-West Zonal Office, Kaduna, Kaduna State.

LOT 13A: Establishment of Zonal Offices Wireless Network, Internet and Power Inverter (Multiple Locations)

LOT 13B: Installation of Local Area Network (LAN) for the Headquarters Extension Maitama, Abuja.

LOT 13C: Renewable Solar Power Inverter for Headquarters Extension.

CATEGORY 2: SPECIFIC PROCUREMENT NOTICE (GOODS)

SPN GOODS;

LOT 1: SUPPLY AND INSTALLATION OF COMPUTER EQUIPMENT TO THE FUND

SPN GOODS;

LOT 2: SUPPLY AND INSTALLATION OF OFFICE EQUIPMENT TO THE FUND

SPN GOODS:

LOT 3: SUPPLY AND INSTALLATION OF MULTI-MEDIA EQUIPMENT TO THE FUND

SPN GOODS;

LOT 4: SUPPLY AND INSTALLATION OF OFFICE FURNITURE & FITTINGS TO THE FUND

SPN GOODS;

LOT 5: PROCUREMENT & INSTALLATION OF AIR CONDITIONERS TO THE FUND

CATEGORY 3: EoI-CONSULTANCY SERVICES

CONSTRUCTION OF TETFUND AUDITORIUM PHASE III (MEETING ROOMS/LOUNGE/CANTEEN AT HEAD OFFICE COMPLEX, ABUJA & OTHER PROJECTS)

LOT 1A (CS): Architectural Design Consultancy

LOT 1B (CS): Structural Engineering Consultancy Services

LOT 1C (CS): Quantity Survey Consultancy Services

LOT 1D (CS): Mechanical Engineering Consultancy Services

LOT 1E (CS): Electrical Engineering Consultancy Services

LOT 2(CS): Financial Consultancy

LOT 3 (CS): Provision Of Accounting Software

LOT 4 (CS): Non-Current Asset Tracking

LOT 5 (CS): Engagement of Consultant for Effective Training on Supervision of Post Graduate Research

LOT 7 (CS): Engagement of Consultant for Training on Managing Academic Industry Collaboration

LOT 6 (CS): Engagement of Consultant on Innovative Research

LOT 8 (CS): Engagement of Consultant for Training on Technology Transfer and Commercialization

LOT 9 (CS): Engagement of Consultant for Training on University Community Partnership

CATEGORY 4: (NON-CONSULTANCY SERVICES) TECHNICAL BIDS ONLY

LOT 1 (NCS): Digitization Of TETFUND's Internal Documents

LOT 2 (NCS): Automation Of Processes And Intervention Lines

LOT 3 (NCS): Printing Of TETFUND's Documents

LOT 4 (NCS): Engagement of Service Provider on Research for Impact Initiative (R41)

3. ELIGIBILITY REQUIREMENTS

a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC,, or CAC, and CAC,. Business Name with Form BN1 is also acceptable for Consultancy Services;

b. Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) for the last three (3) years (2020, 2021 & 2022) valid till 31 December 2023;

The minimum average annual turnover of N900m, (this requirement is only applicable to bidders bidding for CATEGORY 1 SPN (WORKS) LOTS 1A-D, 9A & B, and LOT 10 whereas the minimum average annual turnover of N300m, is applicable to bidders bidding for SPN (WORKS) LOTS 2A-F, 3A-F, 4A-F, SA-J, 11, 12A-8, & LOTS 13A-C, and the minimum average

annual turnover of N150m, is applicable to bidders bidding for CATEGORY 2 SPN (WORKS) LOTS 6,7,8 and SPN (GOODS) LOTS 1-5. Consultancy Services 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 Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31 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 Tertiary Education Trust Fund (TETFund) 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 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 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. Consultancy Services: Evidence of Firm's current registration with the relevant regulatory professional body(ies) SUCH AS COREN, QSRBN, ARCON, CORBON etc.;

n. For Supply of Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

o. For Joint Venture/Partnership, Memorandum of Understanding (MoU) indicating Lead Partner 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. ADDITIONAL ELIGIBILITY CRITERIA FOR LOTS 5 & 6 UNDER CATEGORY 3 and LOT 4 UNDER CATEGORY 4

a. Evidence of Collaboration with Reputable Advanced Research Laboratories R&D Innovation and Entrepreneurship Institutes Locally & Internationally.

b. Evidence of Expertise in Research & Development, Prototyping;

- c. Vocational Skills, Entrepreneurship, Venture Creation, Capacity Building by
- d. Evidence of partnership/collaboration with International Development organisations such as USAID, World Intellectual Property Organisation etc.,
- e. Evidence of Partnership/Collaboration with Professional Institutions Like Nigerian Society of Engineers (NSE), Nigerian Academy of Science etc., as well as Academic Institutions;
- f. Experience in Design and Implementation of Entrepreneurship, Venture Creation Training and Mentorship;
- g. Evidence of team Facilitators with at least 5 Years' Experience in Training and Mentorship on Entrepreneurship;
- h. Access to Nigerian and International Mentors and Key Players from the Industry; Collaboration with International Entrepreneurship Programs and Academic Institutions; and Evidence of Technology and Innovation Support Centre.

5. SUBMISSION OF PRE-QUALIFICATION DOCUMENTS (SPN (WORKS) LOTS 1A-D, 2A-F, 3A-F, 4A-F, 5A-J and LOTS 6,7,8, 9A-B, 10, 11, 12A-B, 13A-C) and (SPN GOODS) LOTS 1-5

Prospective bidders are to submit one (1) bound of technical bid documents separated by dividers and arrange neatly for ease of evaluation. The documents should be submitted in a sealed envelope and addressed to the Executive Secretary, Tertiary Education Trust Fund Maitama, Abuja and clearly marked with (the name of the project and Lot number), Furthermore, the reverse of the sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at Ground Floor, Room 93 Procurement Unit not later than **12:00 noon, Monday, 4 March, 2024,**

6. SUBMISSION OF EOI DOCUMENTS FOR CATEGORY 3 & 4

Interested Firms are to submit one (1) bound of Expression of Interest (Eoi)/documents separated by dividers and arrange neatly for ease of evaluation. The documents should be submitted in a sealed envelope and addressed to the Executive Secretary, Tertiary Education Trust Fund Maitama, Abuja and clearly marked with (the name of the project and

Lot number). Furthermore, the reverse of the sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at Ground Floor, Room 93 Procurement Unit not later than **12:00 noon, Monday, 19 February, 2024.**

7. OPENING OF CATEGORY 3 & 4

Only the EOIs/technical bids will be opened immediately after the deadline for submission at exactly **12:00 noon on Monday 19 February, 2024**, at TETFund Auditorium in the presence of bidders or their representatives, while the financial bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register at Procurement Unit, Room 93 Ground Floor situated at No. 6 Zambezi Crescent, Off Aguiyi Ironsi Street, Maitama, Abuja as the Tertiary Education Trust Fund will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact www.tetfund.gov.ng

8. OPENING OF PRE-QUALIFICATION BIDS

Only the Prequalification of bids will be opened immediately after the deadline for submission at exactly **12:00 noon on Monday 4 March, 2024**, at TETFund Auditorium. in the presence of bidders or their representatives, while the financial bids will be kept un-opened. Please, ensure that you sign the Bid Submission Register at Procurement Unit, Room 93 Ground Floor situated at **No. 6 Zambezi Crescent, Off Aguiyi Ironsi Street, Maitama, Abuja as the Tertiary Education Trust Fund** will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact www.tetfund.gov.ng

9. GENERAL INFORMATION

- a. Eol/bids must be in English Language and signed by an Authorised official of the Bidder;
- b. Eols/Bids submitted after the deadline for submission would be returned un- opened;
- c. Bidders should not bid for more than Two (2) LOTS;
- d. All costs will be borne by the bidders;
- e. Bidders can submit through Post (Courier Services);

- f. The EOIs/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 EOIs/bid opening online
- g. Consultancy Service: Only shortlisted Consultants at EOI's evaluation will be invited at a later date for collection of Request for Proposals;
- h. Invitation for Pre-qualification: Only Pre-qualified bidders at technical evaluation will be invited at a later date for collection of tender documents;
- i. The TETFund is not bound to pre-qualify/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/or held liable for misplaced or wrongly submitted bids. For further enquiries, please contact www.tetfund.gov.ng

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