

UNIVERSITY OF CALABAR
PMB 1115, CALABAR, CROSS RIVER, NIGERIA

INVITATION FOR PRE-QUALIFICATION AND TENDER FOR CAPITAL APPROPRIATION PROJECTS AND INTERNALLY GENERATED REVENUE FOR THE YEAR 2024

1. INTRODUCTION

As part of its year 2024, physical programme infrastructure project, the University of Calabar, Calabar, is desirous of Construction and furnishing of various works and supplies as scheduled in the scope of works/supplies hereunder.

Accordingly, and in line with the provisions of the Public Procurement Act 2007, the University hereby invites experienced and competent contractors/suppliers with good track records to submit technical and financial bids for the projects as described here under;

2. SCOPE OF WORKS/SUPPLY

LOT NO	DESCRIPTION
WOR. 1 23203634	COMPLETION AND FURNISHING OF PROFESSIONAL BUILDING OPPOSITE FACULTY OF MANAGEMENT SCIENCE
GOO. 1 ERGP 23203658:	FURNISHING OF CLASSROOM AND OFFICES
GOO.2 ERGP 23203693	PROCUREMENT OF LABORATORY EQUIPMENT AND CONSUMABLES FOR FACULTY OF ENGINEERING
GOO. 3 ERGP 23203857	PROCUREMENT OF LABORATORY EQUIPMENT AND CONSUMABLES FOR FACULTY OF PHARMACY AND DEPARTMENTS OF PHYSICS AND SCIENCE LABORATORY TECHNOLOGY
GOO. 4 ERGP 23211986	SUPPLY OF LABORATORY CONSUMABLES

GOO.5 ERGP23211987	SUPPLY AND INSTALLATION OF SOLAR STREET LIGHT AROUND 500 SEATER TWIN LECTURE HALLS AND ENVIRONS
GOO.6 ERGP 23211988	SUPPLY AND INSTALLATION OF SOLAR STREET LIGHT AROUND MALE AND FEMALE HOSTELS
GOO.7	TOYOTA HILUX AUTOMATIC TRANSMISSION 2.7 LOTRE PETROL ENGINE, AUTOMATIC TRANSMISSION, POWER STEERING, POWER WINDOW, CENTRAL LOCK, STEEL WHEELS BLUETOOTH USB, REAR VIEW CAMERA, PRIVACY GLASS, PASSIVE ANTI THEFT SYSTEM, AIR-CONDITIONING, ALL ROUND SEAT BELT, HIGH GROUND CLEARANCE - YEAR OF MANUFACTURE (2022)

3. ELIGIBILITY REQUIREMENTS

Prospective Bidders are required to submit the following documents:

- a) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC 2 and CAC7;
- b) Evidence of Company's Income Tax Clearance Certificates for the last three (3) years valid till 31st December 31, 2024
- c) Evidence of Pension Clearance Certificate valid till 31st December, 2024 (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, 2024 (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) Compliance Certificate valid till 31st December, 2024;
- f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on

31/12/2024 or valid Certificate issued by BPP;

g) Sworn affidavit

- disclosing whether or not any officer of the relevant committees of the University of Calabar, Calabar 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 or falsification of facts relating to any matter.
- That the company is not in receivership, the subject of any form or bankruptcy proceedings or the subject of any form of winding up petition or proceeding

h) Company's audited account for the last three years (2021, 2022 & 2023);

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;

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) For Supply of Equipment: letter of Authorization as representative of the Original Equipment Manufacturers (OEMs);

m) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificates, 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 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 firm.

Note: The arrangement of pre-qualification documents in hard copies should follow the order in the list above and appropriately paged. The prequalification documents should have a Table of content indicating the pages which items are to be found. Failure to comply with this directive will result in disqualification of the bidder.

4. COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect tender documents from the office of the Director of physical planning, Administrative Building University of Calabar on evidence of payment of a non-refundable tender fee of N10, 000.00 per lot, paid into the University of Calabar's TSA account in any reputable commercial Bank in Nigeria.

5. SUBMISSION OF BID DOCUMENTS

Prospective bidders are to submit for each seven (7) hard copies each of the technical and financial bids with softcopy of the financial bid in MS Excel format, packaged separately in sealed envelopes addressed to the "Vice-Chancellor, Senate Building, University of Calabar and clearly marked with (the name of the project and lot number) Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated tender Box at the office of Director Procurement, Senate Building, **University of Calabar not later than 12:00 noon on Thursday, 4th April, 2024.**

6. OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at **12:00 noon Thursday, 4th April, 2024** in the office of Director of Procurement, Senate Building, University of Calabar, while the financial bids will be kept un-opened. Please ensure that you sign the Bid submission register at the office of Director of procurement, Senate Building, University of Calabar. The University will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please

contact the Office of Director of Procurement, Senate Building, University of Calabar.

7. GENERAL INFORMATION

- a. Bids must be in English Language and signed by an official authorized by the bidder;
- b. Bids submitted after the deadline for submission would be returned unopened;
- c. The technical bids opening will be opened in the Presence of CSO's and professional bodies and covered by video recording; invitation link will be sent to bidders who choose to join the bid opening online.
- d. Only pre-qualified bidders at technical evaluation will be invited at later date for virtual financial bids opening, while the financial bids of un-successful bidders will be returned unopened;
- e. The University of Calabar is not bound to prequalify and bidder 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.

MR. GABRIEL EGBE, fcai
REGISTRAR