

UNIVERSITY OF DELTA
PMB 2090, AGBOR, DELTA STATE, NIGERIA

INVITATION TO PRE-QUALIFICATION FOR THE YEAR 2023 TETFUND ZONAL INTERVENTION PROJECTS

1. INTRODUCTION

In compliance with the provisions of the Public Procurement Act, 2007, the University of Delta, Agbor, Delta State hereby invites experienced and competent contractors/suppliers to submit pre-qualification documents for the following below projects.

2. SCOPE OF WORK: GOODS

LOT NO	PROJECTS TITLE	MIN. AVE ANNUAL TURNOVER (N)
ZN1	Procurement and installation of various classroom/office furniture for departments in the University	200 million
ZN2	Procurement and installation of various office materials for academic staff offices in the University	100 million
ZN3	Procurement and installation of various materials for department general usage in the University	100 million

3. ELIGIBILITY REQUIREMENTS

- Evidence of certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC2 and CAC7.
- Evidence of Company's Income Tax Clearance Certificates the last three (3) years valid till 31st December 2022 with Minimum average annual turnover as shown in the table above;
- Evidence of Pension Clearance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 15 and above).
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2022 (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);
- 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 University of Delta, Agbor Delta State 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
- That the company does not have existing loan or financial liability with a bank, other financial institutions 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 years (2020, 2021 & 2022);

i) Reference letter from a reputable commercial bank in Nigeria, including 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 eg COREN, QSRBN, ARCON, CORBON, ICAN, ANAN 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) Works: list of plants/equipment with proof of ownership/lease agreement;

m) Company's evidence of current license issued by Nigerian Electricity Management Agency (NEMSA)

n) Company's evidence of current registration/accreditation with computer professionals registration council of Nigeria and National Information Technology Development Agency (NITDA)

o) Letter of authorization as representative of the Original Equipment Manufacturers (OEMs)

p) 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.

4. SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

Prospective bidders are to submit pre-qualification documents, two (2) hard copies (1 original, 1 copy) packaged in sealed envelope and clearly marked as 'Technical Bid' addressed to the Vice Chancellor University of Delta, Agbor, Delta State and clearly marked with (the name of the project).

Furthermore, the reverse of sealed envelopes should bear the name and address of the bidder and drop in the designated tender box (Registrar's office) University of Delta, Agbor, Delta State not later than **12:00 noon on Monday, 2nd October, 2023.**

5. OPENING OF PRE-QUALIFICATION DOCUMENTS

The prequalification documents will be opened immediately after the deadline for submission at 12:00 noon on Monday, 2nd October, 2023 in the University of Delta, Agbor Delta State will not be held liable for misplaced or wrongly submitted bids. For further enquiries. Please contact the Head, Procurement Unit on Email address Christian.zaibe@unidel.edu.ng

6. 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 un-opened.
- c. All cost will be borne by the bidders;
- d. Only pre-qualified bidders at technical evaluation will be invited at a later date for collection of tender documents.
- e. The University of Delta, Agbor, Delta State 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.

SIGNED
MANAGEMENT
UNIVERSITY OF DELTA, AGBOR, DELTA STATE