

## **UNIVERSITY OF NIGERIA, NSUKKA, ENUGU STATE**

### **INVITATION TO PRE-QUALIFICATION FOR YEARS 2023 TETFUND ZONAL INTERVENTION PROJECT 2023T/FX348 AT UNIVERSITY OF NIGERIA, NSUKKA.**

#### **1. INTRODUCTION**

The University of Nigeria, Enugu State hereby invites interested, competent and reliable contractors to participate for pre-qualification in respect of the under listed projects. The funds for the projects shall be drawn from year 2023 Tetfund Zonal Intervention.

#### **2. SCOPE OF WORKS**

LOT NO	DESCRIPTION	TETFUND CODE
LOT 1	Supply and installation of furniture for the faculty of Agricultural science building at Nsukka campus	TETF/UNIV/NSUKKA/ZN/2023/01
LOT 2	Supply and installation of furniture for the main building of institute of African Studies Complex at Nsukka Campus	TETF/UNIV/NSUKKA/ZN/2023/02

#### **3. ELIGIBILITY REQUIREMENTS**

- 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 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 bidder's annual turnover is N50m and above);

e. 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 Nigeria, Nsukka, Enugu 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

h. Company's Audited Accounts for the last three years, 2020, 2021 & 2022);

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 such as COREN, QSDRBN, ARCON, CORBON 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. Letter of Authorization as Original Equipment Manufacturer's Representatives (OEM);

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.

#### **4. SUBMISSION OF PRE-QUALIFICATION DOCUMENTS**

Prospective bidders are to submit bid for each of the Lots desired, one (1) hard copy as "Technical Bid" addressed to The ViceChancellor, University of Nigeria, Nsukka and clearly marked with (TECHNICAL BIDDING) PROPOSAL FOR YEARS 2023 TETFUND ZONAL INTERVENTION PROJECT 2023T/FX348 (State clearly the reference Number and Description of the project(s) desired).

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and dropped in the designated **tender Box in Room 226, Registrar Office, University of Nigeria, Nsukka Campus not later than 12:00noon Monday, 19th February, 2024.**

#### **5. OPENING OF TECHNICAL BIDS**

Only technical bids shall be opened immediately after the **deadline for submission at 12:00pm Monday, 19th February, 2024**, at NUGA Secretariat, Nsukka Campus. Please, ensure that you sign the submission register in Room 226, Registrar Office, University of Nigeria, Nsukka, as the University of Nigeria, Nsukka will not held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Registrar and Secretary to council, University of Nigeria, Nsukka.

#### **6. GENERAL INFORMATION**

a. Bids must be in English Language and signed by an official authorized by the bidders

- b. Bids submitted after the deadline for submission would be returned unopened;
- c. The bidders or their representatives are invited to witness the opening of the technical bids;
- d. All costs will be borne by the bidders;
- e. The 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 bid opening online;
- f. Only pre-qualified bidders at technical evaluation will be invited at a later date for collection of tender documents;
- g. The University of Nigeria, Nsukka 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**

**Dr. (Mrs.) C. N. NNEDEBUM, FHA, FCAI, MAIEA, MAUA (UK)**  
**REGISTRAR, UNN**