



FEDERAL UNIVERSITY DUTSE

INVITATION TO TENDER FOR THE EXECUTION OF TETFUND 2019/2020 ICT SUPPORT INTERVENTION

1. INTRODUCTION

The Federal University, Dutse in compliance with requirements of the Public Procurement Act 2007, invites interested, competent consultants with proven experience and good track records of accomplishment to indicate interest in our 2019/2020 TETFUND ICT Support.

2. SCOPE OF SERVICES

The project is as follows

LOT	DESCRIPTION
LOT 1	<ul style="list-style-type: none">• Provide e-Learning Platform Implementation according to TETFUND specifications.• Provide eLearning Platform Training• Provide Independent Performance Evaluation and Security Assessment (PSE)

3. ELIGIBILITY REQUIREMENTS

All submission must be accompanied with the following documents:

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including forms CAC 2 and CAC 7;
- b. Evidence of Company's Current Tax Clearance Certificate for the three (3) years (2019, 2020 & 2021) valid till 31st December, 2022;
- c. Evidence of current Pension Compliance Certificate valid till 31/12/2021;
- d. Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31/12/2022;
- e. Evidence of current Nigeria Social Insurance Training Fund (NSITF) Compliance Certificate valid till 31/12/2022;
- f. Evidence of Registration on National Database of Federal Contractors, Consultants, and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2022 or valid certificate issued by BPP
- g. National Information Technology Development Agency (NITDA) as Service provider
- h. Evidence of e-learning Software Certificate by National Information Technology Development Agency (NITDA)
- i. Computer professionals [Registration Council] of Nigeria (CPN) as valid corporate member
- j. Evidence of Accreditation issued by Centre for Management Development (CMD)
- k. Nigeria Computer Society (NCS) as valid corporate Member
- l. A sworn affidavit disclosing whether or not any officer of the relevant committees of Federal University, Dutse or Bureau of Public Procurement is a Former or present Director, shareholder or has any pecuniary interest in the bidder and confirm that all information presented in its bid are true and correct in all materials particular;
- m. Company's Audited Account for the last three (3) years (2019, 2020 & 2021);
- n. Evidence of Financial Capability to execute the project by submission of Reference Letter from a reputable Commercial Bank in Nigeria.
- o. Company Profile with curriculum of key staff to be deployed for the project including copies of their Academic/Professional qualifications;
- p. Verifiable documentary evidence of at least three (3) similar jobs executed.
- q. List of Plants/Equipment with proof of Ownership/Lease:

- r. 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 & Sworn Affidavit are compulsory for each JV partner)
- s. All documents for submission must be transmitted with a Covering/Forwarding Letter under the Company/Firm's Letterhead paper bearing amongst others, the Registration Number (RC), as issued by the Corporate Affairs Commission (CAC). Contact address. The Company's 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.

1. COLLECTION OF TENDER DOCUMENTS:

Interested companies are to collect the Standard Bidding Documents (SBD) from the office of the Head Procurement Unit, at Federal University Dutse Ibrahim Aliyu By-pass, Gate 2 Block K Room 11 upon presentation of evidence of payment of a Non-refundable fee of N10,000.00, paid in to the Remita account of the Federal University, Dutse.

2. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit their bid, two (2) hard copies each of the Technical and Financial Bids with softcopy of the Financial Bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to the Vice Chancellor, Federal University, Dutse, Ibrahim Aliyu By-pass, Dutse Jigawa, and clearly marked with the Name of the Project and the Lot Number. Furthermore, the reverse of each sealed envelope should bear the Name and Address of the bidder and drop in the designated Tender Box, located at the reception of the Senate Building, Gate 1 Ibrahim Aliyu By-pass Dutse Jigawa not later than 11:00 am, 27th June, 2022.

3. OPENING OF BIDS

The Technical Bids will be opened immediately after the deadline for submission at 11:00 am, 27th June, 2022; at the address, Senate Chamber, Senate Building, Gate 1, , Federal University, Dutse , in the presence of bidders or their representatives, observers, Civil Society Organization (CSO's), while Financial Bids will be kept un-opened. Please ensure that you sign the bid submission register as the University will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the procurement officer on email; procurement@fud.edu.ng

4. GENERAL INFORMATION

- a. Bids must be in English Language and signed by an official authorized by the bidder;
- b. Bids submitted after deadline for submission would be returned un-opened;
- c. All costs will be borne by the bidders;
- d. Only pre-qualified bidders will be invited at a later date for financial bids opening, while financial bids of unsuccessful bidders will be returned un-opened;
- e. Federal University, Dutse is not bound to pre-qualify 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, (PPA) 2007

Signed
Vice Chancellor
Federal University, Dutse