



INDEPENDENT CORRUPT PRACTICES AND OTHER RELATED OFFENCES COMMISSION (ICPC)

PLOT 802, CONSTITUTION AVENUE, CENTRAL BUSINESS AREA, ABUJA

INVITATION TO TENDER

0 INTRODUCTION

The Independent Corrupt Practices and Other Related Offences Commission wishes to invite interested, experienced and competent contractors and service providers to tender for the execution of projects under the 2020 Appropriation. Ref No ICPC/ITT/CAP/R/01/20

0 SCOPE OF WORK

The scope of work to be carried out consists of the following:

- ot1: Rehabilitation of structures in ICPC Headquarters and internal road network, including Extension and Ancillary Buildings.
- ot2: Supply of 2 No Buses
- ot3: Supply of Photocopiers
- ot4: Procurement of Signages

0 ELIGIBILITY REQUIREMENTS

Interested, experienced and Competent Contractors should submit the following eligibility documents indicating the minimum qualification required of the bidders.

Evidence of Certificate of Incorporation issue by Corporate Affairs Commission (CAC), including Forms CAC2 and CAC7.

- i. Tax Clearance Certificate (TCC) for the last three(3) years (2017, 2018 & 2019) valid till December 31st 2020, with minimum average annual turnover of N280 million for Lot 1.
- ii. Evidence of current Pension Compliance Certificate valid till 31/12/2020.
- iv. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31/12/2020.
- v. Evidence of current Nigerian Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31/12/2020.
- vi. Evidence of registration on the National Data Base of Federal Contractors, Consultants and Service providers by submission of Interim Registration Report expiring on 30/06/2020 or valid certificate issued by Bureau of Public Procurement (BPP).
- vii. Sworn affidavit disclosing whether or not any Officer of the relevant committees of the Independent Corrupt Practices and Other Related Offences Commission 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;
- viii. The Company's Audited Accounts for the last three (3) years (2017, 2018 & 2019).
- ix. Evidence of financial capability to execute the project by submission of reference letter from a reputable commercial bank in Nigeria; indicating willingness to provide credit facility for the execution of the project when needed.
- x. 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 registration with COREN, QSRBN, ARCON, CORBON, SURCON, etc. as applicable.
- xi. Verifiable documentary evidence of at least three (3) similar contracts executed in the last five (5) years, with Letters of Award, Valuation Certificates and Job Completion Certificates.
- xii. List of Plants/Equipment proposed for the project, with proof of Ownership/Lease, (where applicable)
- xiii. For Joint Ventures/Partnership, Memorandum of Understanding (MoU) should be provided (Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);
- xiv. Lot 2: Only Companies in the National Automotive Design and Development Council's approved list of local manufacturers of vehicles or their authorised representatives, should bid for the supply of Buses;
- xv. All documents for submission must be transmitted with a covering/ forwarding letter under the Company's Letter Head Paper bearing among others: the registration number (RC) as issued to the Company by the Corporate Affairs Commission (CAC), Contact Address, telephone numbers (preferably GSM No.) and e-mail address. The letterhead paper must bear the

names and the nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized Officer of the firm.

4.0 COLLECTION OF TENDER DOCUMENTS

Interested Companies are to collect Standard Bidding Documents with detailed specifications from the office of the Secretary to the Commission, Second Floor, Room 24, ICPC, upon presentation of evidence of payment of non-refundable Tender Fee of N10,000.00 only, per lot, paid to ICPC, through the generation of a Remita Retrieval Reference (RRR) in any reputable commercial Bank in Nigeria.

5.0 SUBMISSION OF TENDER DOCUMENTS

Bidders are to submit for each of the lot desired, 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 clearly and clearly marked as "Technical Bid" or "Financial Bid". Thereafter, put the two sealed envelopes together in a third or bigger envelope also sealed and addressed to the Chairman/CE, ICPC, Plot 802, Constitution Avenue, Central Area, Abuja 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 drop in a designated box at the Secretary's Office, Second Floor Room 24, on or before 11:00am, Wednesday, 22nd April, 2020. Please ensure that you sign Bid Submission Register at the Office of the Secretary to the Commission, ICPC, Abuja, as the Commission will not be held liable for wrongly submitted bids.

6.0 OPENING OF BIDS

Only Technical bids will be opened immediately after the deadline for submission at 11:00am on Wednesday, 22nd April, 2020, at the ICPC Canteen, in the presence of the Bidders/Representatives of the Companies, Professional Bodies, NGOs and interested members of the general public are hereby invited to witness the Opening while the Financial Bids be kept un-opened.

For more enquiries, please contact the HOU (Procurement) on e-mail procurement@icpc.gov.ng. Representatives of the Companies, Professional Bodies, NGOs and interested members of the general public are hereby invited to witness the Opening.

7.0 PLEASE NOTE

- i. Bids must be in English Language and signed by an official authorised by the bidder
- ii. Late submission will be returned un-opened
- iii. Bidders should not bid for more than two (2) Lots
- iv. Only pre-qualified bidders will be contacted at a later date for financial bid opening, while financial bids of the unsuccessful bidders will be returned un-opened.
- v. The Commission may verify any or all the claims made by the bidders, including requesting for submission of the originals of the documents for sighting and shall disqualify any Company whose claim(s) is/are found to be false.
- vi. Nothing in this advertisement shall be construed to be a commitment on the part of ICPC to undertake the project or entitled any company to make any claim (s) whatsoever in respect of any expenses incurred in preparing a tender response.
- vii. ICPC is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring liability, in accordance with Section 28 of the public Procurement Act 2007.

Signed
Management

Federal Tenders Journal is available online on the FGN iAPP