



# INDEPENDENT CORRUPT PRACTICES AND OTHER RELATED OFFENCES COMMISSION (ICPC)

PLOT 802 CONSTITUTION AVENUE, CENTRAL BUSINESS DISTRICT, ABUJA

## INVITATION TO TENDER

### 1.0 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 2021 Appropriation. Ref No ICPC/ITT/CAP/R/01/21 of Budget Code 0341001001

### 2.0 SCOPE OF WORK

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

#### A. WORKS

- Lot 1 - Rehabilitation of structures in ICPC Headquarters and Construction of Extension building
- Lot 2 - Construction of Prototype Office Building at Akure, Ondo State
- Lot 3 - Construction of Prototype Office Building at Asaba, Delta State
- Lot 4 - Construction of Prototype Office Building at Enugu, Enugu State
- Lot 5 - Construction of Prototype Office Building at Lokoja, Kogi State
- Lot 6 - Renovation of the Commission's Office, Bauchi, Bauchi State
- Lot 7 - Renovation of the Commission's Office, VI, Lagos State

#### B. GOODS AND SERVICES

- Lot 8- Supply and Installations of ICT/Forensic Security Equipment

### 3.0 ELIGIBILITY REQUIREMENTS

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

- i. Evidence of Certificate of Incorporation issue by Corporate Affairs Commission (CAC), including Forms CAC2 and CAC7.
- ii. Tax Clearance Certificate (TCC) for the last three (3) years (2018, 2019 & 2020) valid till December 31st 2021, with minimum average annual turnover of N280 million and Performance Bond of 5% of the contract sum from a reputable Commercial Bank for Lot 1 only.
- iii. Evidence of current National Pension Commission Certificate valid till 31/12/2021.
- iv. Evidence of current Industrial Training Fund (ITF) compliance certificate valid till 31/12/2021.
- v. Evidence of current Nigerian Social Insurance Trust Fund (NSITF) compliance Certificate valid till 31/12/2021.
- vi. Evidence of registration on the National Data Base for Contractors, Consultants and Service providers or Interim Registration Report issued by BPP 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 (2018, 2019 & 2020).
- 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

Certificate, ITF Compliance Certificate, NSITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner.

- xv. All documents for submission must be transmitted with a covering/ forwarding letter under the Company's Letter Head Proper 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 cover letter (Letter Head) 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 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 and soft copies each of the Technical and Financial Bids, with soft copy 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 Chairman/The Secretary, 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 have 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, Tuesday 8th June, 2021. 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.

### OPENING OF BIDS

Only Technical bids will be opened immediately after the deadline for submission at 11:00am on Tuesday 8th June, 2021, 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 Financial bids be kept un-opened.

For more enquiries, please contact the HOU (Procurement) on e-mail [procurement@icpc.gov.ng](mailto:procurement@icpc.gov.ng)

The Financial Bids of the bidders successful in the technical bids evaluation will be opened at a later date which will be communicated to the technically successful bidders. 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 authorized 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

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### ION OF INTEREST

Letter-head Paper must bear the names and of the Directors of the Company at the bottom of the signed by the authorized officer of the firm.

### IN OF TENDER DOCUMENTS (CATEGORY A & B)

Companies (A & B) are to collect the Standard Bidding Documents (SBD) from the office of the Procurement Unit of the evidence of payment of a non-refundable tender fee of one hundred naira (N10, 000.00) only per Lot, paid into remita account in any commercial bank.

Companies for Consultancy Service (C) are not expected to pay until they are shortlisted for Request for Proposal (RFP).

### IN OF TENDER DOCUMENTS (A & B)

Bidders are to submit bid for each of the Lot desired, two (2) copies each of the technical and financial bids, 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;

FOR/CHIEF EXECUTIVE  
VETERINARY RESEARCH INSTITUTE, VOM  
TATE

marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the Tender Box at the office of the Director/Chief Executive Officer later than 12:00noon on Tuesday, 8th June, 2021.

### IN OF EXPRESSION OF INTEREST (C)

Companies are to submit two (2) bound of Expression of Interest (EOI) documents separated by dividers and arranged in the order of priority. The documents should be submitted in sealed envelope and addressed to:

FOR/CHIEF EXECUTIVE  
VETERINARY RESEARCH INSTITUTE, VOM  
TATE

marked with (the name of the project and the Lot number). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the Tender Box at the office of the Director/Chief Executive Officer later than 12:00noon on Tuesday, 18th May, 2021.

### IF BID DOCUMENTS (A & B)

all bids will be opened immediately after the deadline for submission at 12:00 noon on Tuesday, 8th June, 2021, at the Bid Opening Conference Room of the Institute. The bids will be unopened. Please, ensure that you sign the Bid Submission Register in the office of Director/Chief Executive Officer. This advertisement serves as an invitation to Non-Traditional Organizations (NGOs), Anti-Corruption Agencies, and the general public to witness the Bid opening. For enquiries, please contact the Procurement Unit on 08035053076 or 08034735498 email: [procurement@nvri.gov.ng](mailto:procurement@nvri.gov.ng)

### IF EOI (C)

Documents will be opened immediately after the deadline for submission at 12:00noon on Tuesday, 18th May, 2021, at the Quality Control Conference Room of the Institute. Please, ensure that you sign the Bid Submission Register in the office of Director/Chief Executive Officer, as the Institute will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Procurement Unit on 08035053076 or 08034735498 email: [procurement@nvri.gov.ng](mailto:procurement@nvri.gov.ng)

### INFORMATION:

Documents must be in English Language and signed by an officer authorized by the bidder; Documents must be submitted after the deadline for submission would be opened;

any that submits forged documents will be handed over to the relevant authority, please note that copies of Tax Payers' Identification Number (TIN), BPP IRR, NSITF, ITF Certificates will be required for validation in the course of the bidding process;

the bidder shall not be responsible for any cost or expenses incurred by any interested party (ies) in connection with any application for this invitation and/or the preparation or submission of a bid; and

the bidder shall not be responsible for any cost or expenses incurred by bidders/representatives and members of the public