



**INDEPENDENT CORRUPT PRACTICES AND OTHER RELATED  
OFFENCES COMMISSION (ICPC)  
PLOT 802 CONSTITUTION AVENUE, CENTRAL BUSINESS  
DISTRICT, ABUJA**

**INVITATION TO TENDER**

**1. 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. 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. 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 including copies of their Academic/Professional qualifications, such as registration with COREN, QSRBN, ARCON, CORBON, SURCON, EOM. Software Certification and any other relevant certification as applicable.
- xi. Evidence of registration with professional bodies where applicable.
- xii. Verifiable evidence of at least Three (3) similar contracts executed in the last (3) five years, with verifiable Letters of Award, Valuation Certificates and Job Completion Certificates.
- xiii. List of Plants/Equipment proposed for the project, with proof of ownership/ leased, (Location Address Where applicable)
- xiv. 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);
- 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 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. 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. 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 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 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 8<sup>th</sup> 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.

#### **6. OPENING OF BIDS**

Only Technical bids will be opened immediately after the deadline for submission at **11:00am on Tuesday 8<sup>th</sup> 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 the Financial Bids be kept unopened.

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. 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 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 constructed 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**