

FEDERAL MEDICAL CENTRE, OWERRI
P.M.B 1010 ORLU ROAD, OWERRI, IMO STATE
INVITATION TO TENDER FOR COVID -19 INTERVENTION PROGRAMME
PROJECTS FOR 2020 EMERGENCY PROCUREMENT

1. INTRODUCTION

The Federal Medical Centre, Owerri a Tertiary Health Institution, in implementation of her 2020 Appropriation Act (Amendment) for COVID -19 Intervention Programmes and in compliance with the Public Procurement Act, 2007 hereby invites all interested, qualified and reputable Contractors with relevant experience and track record to tender for the following Projects:

2. SCOPE OF SUPPLIES:

S/N	CATEGORIES
A1	PROVISION OF MOLECULAR LABORATORY EQUIPMENT/ FACILITIES
A2	PROVISION OF ICU FACILITIES
A3	PROVISION OF ISOLATION CENTRE FACILITIES / PPE'S

3. ELIGIBILITY REQUIREMENTS:

Interested Companies are requested to submit the following documents in their technical profiles:

- i. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Forms CAC 1.1 or CAC 2 and CAC 7
- ii. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2020;
- iii. Evidence of current Pension Compliance Certificate valid till 31st December 2020;
- iv. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2020;
- v. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2020;
- vi. Evidence of Registration on the National Data-base of Federal Contractors, Consultants and service providers by submission of Interim Registration Report (IRR) expiring on 31/12/2020 or valid Certificate issued by BPP;
- vii. Sworn Affidavit disclosing whether or not any Officer of the relevant committees of Federal Medical Centre, Owerri 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. Company's Audited Accounts for 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;
- xi. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Jobs Completion Certificates and Photographs of the projects;
- xii. Letter of Authorization from the Original Equipment Manufacturers listed in the Approved Policy for Procurement of Health and Medical Equipment for Tertiary Hospitals in Nigeria;
- xiii. 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);
- xv. All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/ Firm's Letter Head Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and e-mail 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. COLLECTION OF TENDER DOCUMENTS

Interested Companies are to collect Standard Bidding Document from the Office of the **Head, Procurement Unit, First floor of ABC (Admin.) complex, Federal Medical Centre, Owerri** on presentation of evidence of payment of a non-refundable tender fee of ₦10,000.00 (Ten thousand naira) only, per Lot, paid into Federal Medical Centre, Owerri, REMITA's Account in any reputable Commercial Bank in Nigeria. The teller for this payment should be converted to the Hospital's receipt at the Finance & Account Department of the Hospital. Photocopy of the receipt should be attached to the Standard bidding Documents (SBD).

5. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit hard copies of the Technical and Financial Bids, packaged separately in sealed envelopes and clearly marked as **“Technical Bid”** or **“Financial Bid”**. Put the two sealed envelopes together in a bigger sealed envelope addressed to **The Medical Director, Federal Medical Centre, Owerri** and clearly marked with the name of the Category.

Furthermore, the back of each sealed Envelope should bear the Name and Address of the Bidder, and dropped in the designated Tender Box not later than **12:00 noon on Monday, 7th December, 2020** at **Procurement Unit, Upstairs, ABC (Admin) Complex Federal Medical Centre, Owerri**.

6. OPENING OF TECHNICAL BIDS

Only the Technical Bids will be opened immediately after the deadline for submission at **12:00 noon on Monday, 7th December, 2020** at the **Laboratory Training Centre, 1st floor (back) of the Diagnostic Centre, FMC Owerri**, while the Financial Bids will be kept un-opened. Note that the Centre will not be held liable for misplaced or wrongly submitted Bids.

7. GENERAL INFORMATION:

- (a) Bids must be Naira currency
- (b) Bids must be in English Language and signed by an official authorised by bidder.
- (c) Bids submitted after the delaine for submission would be returned un-opened;
- (d) All costs will be borne by the bidders
- (e) This advertisement for invitation shall be constructed as a commitment on the part of the Federal Medical Centre, Owerri, nor shall it entitle any contractor to make any claim whatsoever and / or seek any indemnity from the Federal Medical Centre, Owerri.
- (f) Presence of bidders / representatives and members of the public shall not be required during the bid opening ceremony in compliance with COVID -19 Guidelines. The Bids opening will be covered by Video recording with the presence of two (2) representatives of private sector Professional Bodies and Civil Society Organization in the areas of Anti – Corruption / Transparency;
- (g) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- (h) Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened;
- (I) Federal Medical Centre, Owerri, is not bound to pre-qualify and 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 2007.

Signed
Medical Director