



NATIONAL HORTICULTURAL RESEARCH INSTITUTE

(FEDERAL MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT)

IDI-ISHIN, JERICHO RESERVATION AREA, P.M.B. 5432, IBADAN, OYO STATE, NIGERIA

INVITATION TO TENDER FOR YEAR 2020 CAPITAL PROJECTS

1. INTRODUCTION

National Horticultural Research Institute (NIHORT), Ibadan with the mandate to conduct research into genetic improvement, production, processing, storage, utilization and marketing of tropical fruits, vegetable, ornamentals, spices, other medicinal and aromatic plants of nutritional and economic importance.

In compliance with the provisions of the Public Procurement Act 2007, the Institute wishes to invite seasoned and qualified contractors to submit bids for the underlisted 2020 Capital Projects.

2. SCOPE OF PROJECTS

CATEGORY -WORKS		
LOT NO.	PROJECT TITLE	LOCATION
LOT WKS1	Acquisition and Installation of Automatic Weather Station	Bagauda
LOT WKS2	Completion of new Biotechnology Laboratory at NIHORT Headquarters	Ibadan

3. ELIGIBILITY REQUIREMENTS

Prospective bidders are required to submit the following documents:

- i. Evidence of Registration with Corporate Affairs Commission, namely Certificate of Incorporation, memoranda & Articles of Association, form CAC 7 & CAC 2 (Certify True Copy)
- ii. Company's Tax Clearance Certificate for three years i.e. 2017, 2018 and 2019 (Expiring 31st December 2020) or Personal Tax Clearance Certificate of all Partners of responding companies for the last three years 2017, 2018 and 2019.
- iii. Pension Compliance Certificate expiring on 31st December, 2020.
- iv. Current Industrial Training Fund (ITF) Compliance Certificate Expiring on 31st December 2020.
- v. Evidence Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate only expiring on 31st December, 2020
- vi. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2020 or valid Certificate issued by BPP.
- vii. Current sworn affidavit disclosing:
 1. That the company is not in receivership, insolvent or bankrupt.

2. That the company does not have any Director who has ever been convicted in any court in Nigeria or any other country for criminal offence in relation to fraud or financial impropriety.
 3. Whether or not any officer of the relevant committee of the National Horticultural Research Institute or the Bureau of Public Procurement (BPP) is a former or present Director, Shareholder or has any pecuniary interest in the bidder.
 4. That all documents submitted for the bidding are true and correct in all particulars.
- viii. Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications (in case of construction: COREN, QSRBN, ARCON, CORBON etc.).
 - ix. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Award, Valuation Certificates, Job Completion Certificates and Photographs of the projects.
 - x. Reference letter from a commercial bank with assurance of willingness to provide facility to the prospective contractor if the company turnout to be successful. (Turnover as reflected in financial statements must correspond with that on the Tax clearance certificate).
 - xi. List of Plants/Equipment with proof of Ownership/Lease (where applicable)
 - xii. Audited Financial Statement for the past three years (2017, 2018 and 2019) duly signed and sealed by relevant firm;
 - xiii. 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 Letterhead Paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorised officer of the firm.

4. COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) on evidence of payment of a non-refundable fee of Ten Thousand Naira (N10,000) per Lot, paid into National Horticultural Research Institute, Ibadan Remita's account in any reputable commercial bank in Nigeria.

5. SUBMISSION OF TENDER DOCUMENTS

- i. The Bid Documents (TECHNICAL) and (FINANCIAL) for each Lot must be submitted and the Lot number clearly written on each envelope.
- ii. Each submission should be sealed in an A3 Size Envelope, containing the Technical Bid in an A4 Size Envelope and Financial Bid in an A4 size envelope. The Job Lot number must be clearly written at the top left hand corner of the A4 size envelope and the Name of the Company making the submission at the back of the Envelope.

- iii. The submission (s) should be addressed to THE EXECUTIVE DIRECTOR/CEO, National Horticultural Research Institute, P. M. B. 5432, Idi-Ishin, Jericho Reservation Area, Ibadan, Oyo State, Nigeria.
- iv. The enveloped documents should be hand deposited in the Tenders Box at the Reception, Administrative Block II, National Horticultural Research Institute, Idi-Ishin, Ibadan, Oyo State, Nigeria on or before **12:00noon** on **Monday, 10th August, 2020**. Late submissions will be returned un-opened.

6. OPENING OF TECHNICAL BIDS

Only the Technical bids will be opened at 12:00noon on Monday, 10th August, 2020 at the Institute's Auditorium, National Horticultural Research Institute, Idi-Ishin, Jericho Reservation Area, Ibadan, Oyo State, Nigeria. Please, ensure that you sign the Bid Submission Register, as NIHORT will not be held liable for misplaced or wrongly submitted bids.

7. IMPORTANT INFORMATION

- i. The presence of bidders or their representatives shall not be required during the Bid Opening. Rather, the event shall be covered by video recording to enhance transparency for record purpose.
- ii. Only pre-qualified bidders will be invited at a later date for financial bid opening, while financial bids of un-successful bidders will be returned un-opened.
- iii. All participating companies are advised to submit active e-mail account (s) and GSM Number (s) for communication purposes.
- iv. All bidders participating in the exercise should note that NIHORT is not bound to give anyone a contract. The criteria set up will be used strictly for the assessment and determination of the eventual winner.
- v. This advertisement shall not be construed as a commitment on the part of NIHORT nor shall it entitle responding companies to seek any indemnity from NIHORT by virtue of such companies having responded to the advertisement.
- vi. NIHORT reserves the right to verify the authenticity of claims made by any bidding company.
- vii. NIHORT reserves the right to reject any submission based on unverifiable information.
- viii. The implementation of the advertised projects is subject to availability of funds.
- ix. Same company shall not bid/apply for more than two (2) Lots.
- x. A company with history of job abandonment need not to apply/bid.
- xi. Bid documents can also be collected in Soft copies and Bidders can submit through Post (Courier Services);
- xii. Failure to comply with the above requirements shall automatically result in the disqualification of a bidder.

Signed:
NIHORT MANAGEMENT