



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 RESTRICTED PROJECTS - 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 under-listed Restricted Projects.

LOT NO.	PROJECT TITLE	LOCATION
LOT ST1	Rehabilitation of Internal Road Network, Opening of New Farm Roads and Grading of Farm Roads	Ibadan, Bagauda, Mbato & Dadinkowa
LOT ST2	Renovation and Furnishing of Research Seminar Room	Ibadan
LOT ST3	Renovation of 15 Offices Block at Workshop Complex	Ibadan
LOT ST4	Construction of Perimeter Fencing of Institute's Land	Ibadan
LOT ST5	Procurement and Supply of Farm Tools	Ibadan

2. ELIGIBILITY REQUIREMENTS

Prospective bidders are required to submit the following documents:

- i. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission including Certified True Copies of Memorandum & Articles of Association, Form CAC 1.1 or CAC 2 & 7;
- ii. Evidence of Company's Tax Clearance Certificate for the last three (3) years i.e. 2017, 2018 and 2019 expiring on 31st December, 2020;
- iii. Evidence of current Pension Compliance Certificate expiring on 31st December, 2020.
- iv. Evidence of current Industrial Training Fund (ITF) Compliance Certificate expiring on 31st December 2020.
- v. Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate 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. Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the National Horticultural Research Institute 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.
 - That the company is not in receivership, insolvent or bankrupt.
 - 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.
- 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 indicating willingness to provide credit facility to the prospective contractor if the company turns out to be successful;
- xi. Audited Accounts for the past three years (2017, 2018 and 2019) duly signed and sealed by relevant firm. (Turnover as reflected in financial statements must correspond with that on the Tax clearance certificate)
- xii. List of Plants/Equipment with proof of Ownership/Lease (where applicable);
- xiii. For Supply of Equipment: Letter of Authorization as representative of the Original Equipment Manufacturers (OEMs)
- xiv. 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 authorized officer of the firm.

3. COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) on evidence of payment of a non-refundable tender fee of Ten Thousand Naira (₦10,000:00) per Lot, paid into National Horticultural Research Institute, Ibadan Remita's account in any reputable commercial bank in Nigeria (Tender fee GIFMISS No. 1000288834).

4. 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 **2:00 p.m. on Tuesday, 8th September, 2020**. Late submissions will be returned un-opened.

5. OPENING OF TECHNICAL BIDS

Only the Technical bids will be opened immediately after the deadline for submission at **2:00 p.m. on Tuesday, 8th September, 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.

6. IMPORTANT INFORMATION

- i. All participating companies are advised to submit active e-mail account (s) and GSM Number (s) for communication purposes.
- ii. All bidders participating in the exercise should note that NHRI 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.
- iii. This advertisement shall not be construed as a commitment on the part of Institute nor shall it entitle responding companies to seek any indemnity from NIHORT by virtue of such companies having responded to the advertisement.

- iv. The Institute reserves the right to verify the authenticity of claims made by any bidding company.
- v. The Institute reserves the right to reject any submission based on unverifiable information.
- vi. The implementation of the advertised projects is subject to availability of funds.
- vii. Same company shall not bid/apply for more than two (2) Lots.
- viii. A company with history of job abandonment need not to apply.
- ix. Failure to comply with the above requirements shall automatically result in the disqualification of a bidder.
- x. 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 Organisation in the areas of Anti-Corruption/Transparency;
- xi. Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- xii. 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;
- xiii. The Institute is not bound to pre-qualify any 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:
NIHORT MANAGEMENT