

FEDERAL NEUROPSYCHIATRIC HOSPITAL, CALABAR.

P.M.B. 1052

INVITATION TO TENDER FOR COVID-19 INTERVENTION PROGRAMME PROJECTS FOR 2020 EMERGENCY PROCUREMENT

2. INTRODUCTION

The Federal Neuropsychiatric Hospital, Calabar (FNPH, Calabar), 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. PROJECT DESCRIPTION

LOT NO.	DESCRIPTION
LOT 1	Procurement & Installation of Molecular Laboratory Equipment
LOT 2	Procurement & Installation of Intensive Care Unit (ICU) Equipment
LOT 3	Procurement & Installation of Isolation Centre Equipment
LOT 4	Procurement of Personal Protective Equipment

Category B: Procurement of Works

LOT NO.	PROJECT TITLE
LOT 5	Procurement of Intensive Care Unit (ICU)
LOT 6	Procurement of Isolation Centre
LOT 7	Procurement of Molecular Laboratory Building

Projects listed above will be subjected to Due Process mechanism, which would be transparent to all interested and eligible bidders who wish to participate

3. ELIGIBILITY REQUIREMENT

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;

- b. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2020
- c. Evidence of current Pension Compliance Certificate valid till 31st December, 2020;
- d. Evidence of current Industrial Training Fund (IT F) Compliance Certificate valid till 31st December, 2020
- e. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2020;
- f. Evidence of Registration on the National Database 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;
- g. Company Audited Accounts for the last three (3) years (i.e. 2017, 2018, and 2019)
- h. Sworn Affidavit:
 - i. Disclosing whether or not any officer of the relevant committee of the Federal Neuropsychiatric Hospital, Calabar Cross River State 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;
 - ii. That none of the Directors of the company has ever been convicted by any Court of Law;
 - iii. That the Company is not bankrupt or a party to liquidation proceedings in any court of Law;
 - iv. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letter of Award. Valuation Certificates, Completion Certificates and Photographs of the projects. Only Supplier with exceptional and convincing exposure and experience in Molecular Laboratory Equipment and ICU Equipment will be considered for LOT 1 and LOT 2 respectively.
- J. Evidence of financial capacity of the Company to execute the project by submission of reference letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed;
- k. 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 COREN, QSRBN, ARCON, CORBON, etc for Category B;
- i. Letter of Authorization from the Original Equipment Manufacturers (OEM) listed in the Approved Policy for Procurement of Health and Medical Equipment for Tertiary Hospital in Nigeria, for bidders of Lots 1, 2 & 3;

- m. For Joint Venture/Partnership, Memorandum of Understanding (MOU) should be provided (CAC Tax Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner)
- n. All documents for submission must be transmitted with a covering/ Forwarding letter under the Company/ Firm's Letter Head Paper bearing among others, the Registration Number (RC), Contract Address, Telephone Number (Preferably GSM) 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 authorized officer of the company.

D. COLLECTION OF TENDER DOCUMENTS

The Tender documents are to be collected from Procurement Office, FNPH Calabar between the working hours of 8:30am and 4:00pm daily upon the payment of nonrefundable Tender Fee of N10,000.00 PER LOT into Federal Neuropsychiatric Hospital Calabar REMITA's Account in any reputable commercial bank in Nigeria and presentation of the copy of Hospital's receipt. The photocopy of the receipt should be attached to the Tender Documents. The Teller for the payment should be converted to Hospital Receipt at the Finance & Accounts Department of the Federal Neuropsychiatric Hospital Calabar.

E. SUBMISSION OF TENDER DOCUMENTS

Completed Tender documents should be two Hard copies (Marked "Original" & , 'Copy") each for both Technical & Financial Bids with Soft copy of Financial bid only in MS Excel Format, packaged in two separated sealed envelopes clearly marked at the top right corner of each envelope stating the title of the project i.e. "TECHNICAL BIDS FOR LOT 1:" & "FINANCIAL BID FOR LOT 1:" and at the reverse side the name of the company should boldly be written. Both envelopes shall then be put in a large envelope clearly marked at the top right corner stating the title of the project and the name and address of the company at the reverse side and be left in the appropriate Tender Box at Procurement Office, Administrative Building, to be addressed to:

**The Medical Director
Federal Neuropsychiatric Hospital
PMB 1052
Calabar**

The submission should be made not later than 12:00 noon on **Monday 14th December, 2020**. Late submission will be returned un-opened. Please make sure you

signed Bid Submission Register at Procurement Office Federal Neuropsychiatric Hospital Calabar, as Hospital will not be responsible for misplaced or wrongly submitted Bids.

F. OPENING OF TECHNICAL BIDS

Only the technical bids will be opened immediately after the deadline for submission at 12:00 noon on **Monday 14th December, 2020** at the Hospital's Board Room.

G. NOTATION

- Bids must be in English Language and duly signed by official authorized by the bidder;
- Bidders should not bid for more than two (2) Lots;
- This publication is for information purpose only and does not constitute an offer by the Hospital to transact with any party for the project, nor does it constitute a commitment or an obligation on the part of the Hospital to award the contract to any contractor or agent.

H. DISCLAIMER:

The Federal Neuropsychiatric Hospital 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
Chief Medical Director
Federal Neuropsychiatric Hospital, Calabar.