

FEDERAL MEDICAL CENTRE, EBUTE-METTA, LAGOS
INVITATION TO TENDER

EMERGENCY PROCUREMENT

1. INTRODUCTION

Consequent upon the urgent need to expand our existing Covid/ICU admission facility during the on-going Pandemic, it has become necessary to build an additional admission facility and ICU to cope with the Patients volume. Therefore, in compliance with the Public Procurement Act 2007, the Federal Medical Centre, Ebute-Metta, Lagos hereby invites all interested and eligible Contractors/Suppliers with relevant experience to tender for the following:

2. SCOPE OF WORKS

LOT NO	PROJECT TITLE
Lot B1	Provision and installation of Patients' Lift to Serve the Isolation/ICU Building and UPS

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

3. ELIGIBILITY REQUIREMENTS

- i. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC), including Form CAC 1.1 or CAC 2 and 7;
- ii. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years (2018, 2019 and 2020) valid till 31st December, 2021, with minimum average annual turnover of ₦100 million;
- iii. Evidence of current Pension Clearance Certificate valid 31st December, 2021;
- iv. Evidence of current Industrial Training Fund (I.T.F.) Compliance Certificate valid till 31st December, 2021;
- v. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2021;
- 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, 2021 or valid Certificate issued by Bureau of Public Procurement;
- vii. Sworn affidavit:
 - disclosing whether or not any officer of the relevant committees of the Federal Medical Centre, Ebute-Metta, Lagos 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 none of the Directors of the company has ever been convicted by any Court of Law;
 - The Company is not bankrupt or a party to liquidation proceedings in any Court;
- viii. Company's Audited Accounts for the last three (3) years (2018, 2019 and 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 *COREN*;
- xi. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards and Job Completion Certificates;
- xii. Letter of Authorization as representative of the Original Equipment Manufacturers (OEMs);
- 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 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 Bidding Documents at the Procurement Department of the Hospital on evidence of payment of a non-refundable tender fee of ₦10,000 per Lot, paid into the Federal Medical Centre, Ebute-Metta, Lagos' Remita Account in any reputable commercial bank in Nigeria.

5. SUBMISSION OF TENDER DOCUMENTS

Prospective Bidders are to submit two (2) hard copies each of Technical and Financial Bids which are to be SEPARATELY & INDIVIDUALLY SEALED with wax envelopes and clearly marked "Original" & "Copy" and thereafter put together in a bigger sealed envelope indicating lot/project number, title, name and address of the Bidder at the top left corner of the envelope. Please, ensure that you sign the bid submission Register as the Federal Medical Centre, Ebute -Metta will not be held liable for misplaced or wrongly submitted bids. The envelopes should be addressed to **THE MEDICAL DIRECTOR, FEDERAL MEDICAL CENTRE, EBUTE-METTA, LAGOS**. All documents should be submitted in the office of the **HEAD OF PROCUREMENT** not later than **12:00 noon on Monday, 15th February, 2021**.

6. OPENING OF TECHNICAL BIDS

Only the Technical bids will be opened immediately after the deadline for submission at **12:00 noon on Monday, 15th February, 2021** in the Board Room, Federal Medical Centre, Ebute-Metta, Lagos.

7. GENERAL INFORMATION

- 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. All costs will be borne by bidders.
- iv. 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;

- v. Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services)
- vi. Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bid opening, while the financial bids of unsuccessful bidders will be returned un-opened.
- vii. This advertisement for invitation shall neither be constructed as a commitment on the part of Federal Medical Centre, Ebute-Metta, Lagos nor shall it entitle any contractor to make any claim whatsoever and/or seek any indemnity from FMC, Ebute-Metta, Lagos.
- viii. The Federal Medical Centre, Ebute-Metta, Lagos 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
HEAD OF PROCUREMENT
FOR: MEDICAL DIRECTOR