



**UNIVERSITY OF MAIDUGURI TEACHING HOSPITAL**  
**(Office of the Chief Medical Director)**  
**BAMA ROAD, PMB 1414, MAIDUGURI, NIGERIA**

**INVITATION TO PREQUALIFY AND TENDER COVID-19 INTERVENTION  
PROJECTS FOR 2021  
EMERGENCY PROCUREMENT**

**1. INTRODUCTION**

This is to inform the public that the University of Maiduguri Teaching Hospital is desirous of commissioning competent contractors to undertake the following Works and Supply and Installation of Goods and Services for **COVID-19** palliatives. In view of this, the Hospital is hereby inviting competent and interested contractors to submit pre-qualification and tender for the under listed projects:

**2. SCOPE OF SUPPLIES**

<b>LOT NO.</b>	<b>PROJECT TITLE</b>
Lot 1	Equipping (Procurement and Installation) of 10-Bed Intensive Care Unit (ICU)
Lot 3	Procurement of Personal Protective Equipment (PPE)

**3. ELIGIBILITY REQUIREMENTS**

Interested companies are requested to submit the following documents/information with verifiable evidence for assessment/consideration:

- 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 Income's Tax Clearance Certificate for the last three (3) years valid till 31<sup>st</sup> December, 2021;
- c) Evidence of Pension Clearance Certificate valid till 31<sup>st</sup> December, 2021 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- d) Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December, 2021 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is ₦50m and above);
- e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31<sup>st</sup> December, 2021;
- f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate issued by BPP.
- g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the University of Maiduguri Teaching Hospital 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;
- h) Company's Audited Accounts for the last three (3) years - 2018, 2019 & 2020;
- i) Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- j) Company's Profile with the Curriculum Vitae of Key Staff to be deployed for the project, including copies of their Academic/Professional qualifications;
- k) Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards, Valuation Certificates, Job Completion Certificates and Photographs of the projects;

- l) For Supply of Equipment: 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;
- m) 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) from the Office of the Secretary, Tenders Board (Assistant Director, Procurement, University of Maiduguri Teaching Hospital, Maiduguri) on evidence of payment of a non-refundable tender fee of **₦10,000.00** only per Lot, paid into the University of Maiduguri Teaching Hospital's TSA Remita Account in any reputable commercial bank in Nigeria. The teller for this payment should be converted to the Hospital's receipt at the Finance & Accounts Department of the Hospital. Photocopy of the receipt should be attached to the Standard Bidding Document (SBD).

#### **5. SUBMISSION OF TENDER DOCUMENTS**

Prospective bidders are to submit bid for each of the LOT desired, two (2) hard copies each of the **Technical and Financial Bids** with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "**Technical Bid**" or "**Financial Bid**".

Thereafter, put the two (2) sealed envelopes together in a bigger sealed envelope addressed to the **Chief Medical Director, University of Maiduguri Teaching Hospital, Maiduguri, Nigeria** and clearly marked with (***the name of the project and the Lot number***) e.g. *Equipping (Procurement and Installation) of 10-Bed Intensive Care Unit (ICU)*.

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box in the office of the Secretary Tenders (Assistant Director, Procurement, University of Maiduguri Teaching Hospital, Maiduguri) not later than **12:00 noon on Monday, 8<sup>th</sup> November, 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, 8<sup>th</sup> November, 2021**, at the Bard Room in Administrative Block of the University of Maiduguri Teaching Hospital, Maiduguri. For further enquiries, please contact the "Assistant Director (Procurement)" on e-mail **sububa1965@gmail.com**

#### **7. GENERAL INFORMATION**

- a) Bids must be in English Language and signed by an official authorised by the bidder.
- b) Bids submitted after the deadline for submission would be returned un-opened.
- c) All claims will be verified by the Hospital.
- d) All cost will be borne by the bidders.
- e) This advertisement for invitation shall neither be constructed as a commitment on the part of the University of Maiduguri Teaching Hospital, Maiduguri, nor shall it entitle any contractor to make any claim whatsoever and/ or seek any indemnity from the University of Maiduguri Teaching Hospital, Maiduguri.

- 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 (link will be sent to bidders) with the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency.
- g) Bid documents 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) The University of Maiduguri Teaching 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:**  
**Assistant Director (Procurement)**  
**For: Chief Medical Director**