

# ANAMBRA STATE UNIVERSITY

## OFFICE OF THE REGISTRAR

### AG. REGISTRAR

**O.R.A. OKECHUKWU**

B.A. Ed(Magna Cum Laude) M.Ed. (Mgt/Plg) Benin MNIM, FCAI

08036765439, E-mail:orajitulak@yahoo.com

Website: [www.seethemindofchrist.blogspot.com](http://www.seethemindofchrist.blogspot.com)



### *Postal Address:*

Private Mail Bag 02, Uli  
Anambra State, Nigeria

*Our Ref:* ANSU/R/ADVT/17

*Your Ref:*.....

*Date:*14<sup>th</sup> Nov. 2013

## INVITATION TO PRE-QUALIFICATION TENDER

Anambra State University invites interested reputable construction Companies/Firms to the pre-qualification and consideration of tender for the execution of the construction of Faculty Buildings in the University.

### PROJECTS

- A. The construction of Faculty of Engineering (Building) Complex at Uli Campus
- B. The construction of Faculty of Agriculture (Building) Complex at Igbariam Campus.

### SCOPE OF WORK AND PROJECT DESCRIPTION

Each of them consists of reinforced concrete framed structured complex on two floors housing auditoria, lecture halls, classrooms, laboratories, staff offices, conference rooms, ICT facilities, stores, conveniences, with external works and other ancillary facilities to provide world class teaching and learning/research environment.

### REQUIREMENTS

Competent and interested contractors who hold requisite experience, equipments and plants and desire to execute the project are required to submit their Firm's Profile which must include but not limited to the following documents:

- i. Evidence of incorporation of the Company with Corporate Affairs Commission (CAC)
- ii. Evidence of recent Annual Returns to Corporate Affairs Commission (CAC)
- iii. Evidence of current Tax Clearance Certificate for the past three years (ie 2010, 2011, 2012)
- iv. Evidence of VAT certificate and VAT remittances to Federal Inland Revenue Services (FIRS)
- v. Company profile with list of staff (with evidences) including curriculum vitae, competences, qualifications, registrations with relevant professional bodies and experience of key personnel.
- vi. Evidence of previous similar projects undertaken in past FIVE (5) years including scope of project, site of project, contract sum, evidence of successful completion of the project in record time (interim/final valuations and payment certificates)

- vii. Evidence of possession of plants and equipments and a listing of such equipments as possessed/owned by the Firm. State location of plants and equipments for ease of verification.
- viii. Evidence of registration with the University as a Contractor
- ix. Evidence of registration with the Anambra State Ministry of Works or Federal Ministry of Works.
- x. Evidence of financial capability and banking support (bank references), bank statement of accounts for the last three months and letters authorizing the University to verify same from the bank.
- xi. Sworn affidavit that: (a) the Firm is not bankrupt  
(b) none of the directors is an ex-convict or bankrupt
- xii. Articulated work plan and methodology for execution of projects.
- xiii. Evidence of remitting employee pension contributions to appropriate pension fund custodian.
- xiv. Evidence of transferring all pension funds and assets prior to the commencement of the pension reform act to licensed operators
- xv. Please state clearly your company's full address, GSM phone number and email address for ease of communication.

#### METHOD OF APPLICATION

Eligible Companies/Firms who desire to be pre-qualified for these projects are required to prepare and submit their pre-qualification documents in one (1) hard copy and one soft copy in a sealed envelope clearly marked on top: THE CONSTRUCTION OF FACULTY OF ENGINEERING COMPLEX or THE CONSTRUCTION OF FACULTY OF AGRICULTURE COMPLEX (state clearly the description and reference please and address to

The Registrar  
Anambra State University,  
P.M.B. 02, Uli, Anambra State

#### DEADLINE FOR SUBMISSION:

Pre-qualification documents should be registered and submitted in the Registrar's Office, Anambra State University, Uli not later than fourteen (14) days from the date of this publication. Pre-qualification documents shall be processed on an appointed day by the Tenders Board of Council. All Contractors/Firms that meet the requirements shall thereafter be communicated and would be invited to collect the tender documents and pay the stipulated tender fee of N1000.00 per N1,000,000.00 job in Eco Bank, Fidelity Bank or Zenith Bank, obtain certified Bank teller and convert the Bank Teller into a Receipted evidence of payment from the Revenue Unit of the University Bursary. Certified true copies of the receipts of all payment must be attached.

The completed tender documents would be returned not later than FOUR weeks from the day of publication.

**ENQUIRIES**

All enquiries should be directed to  
The Registrar  
Anambra State University  
Uli.

O.R.A. OKECHUKWU ,mnim, fcai  
Ag. Registrar