



NIGERIAN PORTS AUTHORITY
26/28, MARINA LAGOS
www.nigerianports.gov.ng

PUBLIC NOTICE NO: 4046

INVITATION TO TENDER FOR THE CONVERSION OF FORMER NPA WORKSHOP AT DOCKYARD, APAPA TO A MODERN CANTEEN

A. INTRODUCTION

The Nigerian Ports Authority hereby invites reputable and competent Civil Engineering Companies to submit tender documents for the Conversion of Former NPA Workshop at Dockyard, Apapa to a Modern Canteen.

B. SCOPE OF WORKS

The scope of Works includes but not limited to: Demolition and Alteration works, Construction of Concrete Canopy, Replacement of doors and windows, Plumbing and Mechanical installations, Electrical installations, Roof and Roof Covering, Fitting and Fixtures, Finishes, Painting and Decorating and External Works.

C. ELIGIBILITY CRITERIA

Interested companies should submit bound bid documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

EXPRESSION OF INTEREST REQUIREMENTS

1. Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Form CO2 and CO7.
2. Evidence of Company Tax Clearance Certificate and Audited Account for the last three (3) years (2014, 2015 & 2016), duly signed by ANAN/ICAN licensed Auditors.
3. Evidence of Current Pension Clearance Certificate from National Pension Commission (PENCOM).
4. Evidence of Current Compliance Certificate with Industrial Training Fund (ITF) Act No. 19 of 2011.
5. Evidence of Current Compliance Certificate with the Employees Compensation Act which requires that all employers of labour must remit 1% of the total annual emolument of their workers to the Nigerian Social Insurance Trust Fund (NSITF).
6. Evidence of Current Certificate of registration on the National Data Base of Contractors, Consultants and Service Providers by the Bureau of Public Procurement (BPP) or copy of interim Registration report (IRR) as evidence of compliance with the requirement.
7. Bids must be in English Language and signed by an official authorized by the bidder.
8. All bids must be accompanied with a sworn affidavit disclosing that they do not have any Director who has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
9. All bidders must accompany every bid with an affidavit disclosing whether or not any officer of the relevant committees of the Nigerian Ports Authority (NPA) or Bureau of Public Procurement (BPP) is a former or present director, shareholder or has any

- pecuniary interest in the bidder and confirm that all information presented in its bid are true and correct in all particulars.
10. Company profile to include names, qualifications (including copies of relevant academic/professional qualifications) and experience of key personnel.
 11. Evidence of successful completion of three (3) similar projects executed in the last five (5) years including letters of award, completion certificates, contract agreements, etc.
 12. For Joint Venture (JV)/Partnership, Memorandum of Understanding (MoU) should be provided (Items 1-10 are compulsory for each JV partner).
 13. 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 (preferably GSM No.), fax and e-mail address. The Letter Head Paper must bear the Names and Nationalities of the Directors of the Company/Firm at the bottom of the page.

Note: Failure to comply with items 1-9 above will lead to disqualification of the bid.

D. COLLECTION OF TENDER DOCUMENTS

Interested companies are to collect the Standard Bidding Document (SBD) from the Office of the General Manager, Procurement, 1st Floor, Headquarters Building of Nigerian Ports Authority (NPA), 26/28 Marina – Lagos on evidence of payment of a non-refundable fee of **₦10,000.00 (Ten Thousand Naira) only into REMITA ACCOUNT OF NPA** in any commercial bank. Alternatively, you may pay online; go to www.remita.net; Click on "Pay a Federal Government Agency"; Type "Nigerian Ports Authority" in the MDA column; and select the option having "1000143"; For "Name of service/Purpose" Select "Tender Fees"; and conclude the process.

E. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for each of the LOT desired, two (2) hard copies each of TECHNICAL and FINANCIAL BIDS with soft copy of financial bid only in MS Excel format, packaged **SEPARATELY** in **SEALED ENVELOPES** and clearly marked as "Technical Bid" or "Financial Bid" and thereafter put the two sealed envelopes together in a bigger envelope addressed to **"THE SECRETARY TO THE TENDERS BOARD, NIGERIAN PORTS AUTHORITY"** and clearly marked **"INVITATION TO TENDER FOR THE CONVERSION OF FORMER NPA WORKSHOP AT DOCKYARD, APAPA TO A MODERN CANTEEN" Specifying PUBLIC NOTICE NO. 4046**. Furthermore, the reverse side of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box located on the 1st floor of the Headquarters Building of Nigerian Ports Authority at 26/28, Marina Lagos not later than **11.00am on Wednesday, 27th December, 2017**.

The technical bids will be opened **immediately** at the Conference room, 1 Joseph Street, off Marina, Lagos in the presence of bidders or their representatives, while the Financial will be kept unopened. Please, ensure that you sign the bid submission register in the office of the General Manager, Procurement on the 1st floor of the Headquarters Building of Nigerian Ports Authority at 26/28, Marina Lagos adjacent to the Lift Lobby, as the Authority will not be held

liable for misplaced or wrongly submitted bids. For further enquiries, please contact the "General Manager (Procurement)" on e-mail: info.procurement@nigerianports.org.

F. GENERAL INFORMATION

1. Late submission would not be entertained.
2. All costs incurred as a result of this tender invitation and any subsequent requests for information shall be borne by the bidding companies and only short-listed companies will be contacted.
3. The Authority 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
MANAGEMENT
NIGERIAN PORTS AUTHORITY**