



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

**PUBLIC NOTICE NO: 4057**

**INVITATION FOR PREQUALIFICATION OF ENGINEERING CONSULTANTS FOR NATIONAL SHOPPING LIST FOR MINOR VALUE SERVICES**

**A. INTRODUCTION**

The Nigerian Ports Authority hereby invites interested and competent Engineering Consultants to apply for Prequalification for “**National Shopping List for Minor Value Services**” at her locations in Lagos, Port Harcourt, Onne, Warri, Calabar and Abuja:

Lot 1	Quantity Surveyors
Lot 2	Architects
Lot 3	Structural Engineers
Lot 4	Electrical/Mechanical Engineers
Lot 5	Civil Engineers
Lot 6	Geotechnical Engineers
Lot 7	Environmental Engineers
Lot 8	Water Engineers
Lot 9	Land Surveyors
Lot 10	Estate Surveyors and Valuers
Lot 11	Hydrographic Surveyors
Lot 12	Marine Civil Engineers
Lot 13	Coastal Engineers

**B. PREQUALIFICATION REQUIREMENTS**

**Interested firms are required to submit two (2) copies of bound bid documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:**

**PREQUALIFICATION 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 a sworn 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. 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.
  11. **Evidence of firm's registration with appropriate professional body(ies) relevant to each lot.**
  12. Firm's profile to include names, qualification and experience of key personnel (copies of relevant academic and professional qualifications of such personnel must be attached).
  13. 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.
  14. For Joint Venture (JV)/Partnership, Memorandum of Understanding (MoU) should be provided (Items 1-11 are compulsory for each JV partner).

**Note: Failure to comply with items 1-11 above will lead to disqualification of the bid.**

### **C. SUBMISSION OF PREQUALIFICATION DOCUMENTS**

Prospective bidders are to submit two (2) bound copies (one original and one copy) paginated and arranged with dividers as indicated above. The prequalification documents should be submitted in sealed envelopes and addressed to the "**SECRETARY TO THE TENDERS BOARD, NIGERIAN PORTS AUTHORITY**" and clearly marked "**INVITATION FOR PREQUALIFICATION OF ENGINEERING CONSULTANTS FOR NATIONAL SHOPPING LIST FOR MINOR VALUE SERVICES**" Specifying **PUBLIC NOTICE NO. 4057 Lot No: .....** (with appropriate description) and dropped in the designated Tender Box located on the 1<sup>st</sup> floor Headquarters Building, 26/28, Marina Lagos not later than **11.00am** on **the under listed dates:**

<b>Lot 1-4</b>	<b>Friday 9<sup>th</sup> March 2018</b>
<b>Lot 5-8</b>	<b>Monday 12<sup>th</sup> March 2018</b>
<b>Lot 9-13</b>	<b>Tuesday 13<sup>th</sup> March 2018</b>

All received bids will be opened **immediately** at the close of submission in the Conference room, 3<sup>rd</sup> Floor, 1 Joseph Street, off Marina, Lagos in the presence of bidders or their representatives. Please ensure that you sign the bid submission register in the office of the General Manager, Procurement 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](mailto:info.procurement@nigerianports.org)

#### **E. GENERAL INFORMATION**

1. Late submission will 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**