



FEDERAL MEDICAL CENTRE
No. 5 Sule Katagum Road, P.M.B. 005 Azare, Bauchi State

INVITATION TO SUBMIT TECHNICAL & FINANCIAL BIDS AT FEDERAL MEDICAL CENTRE, AZARE, BAUCHI STATE

1. INTRODUCTION

The Federal Government of Nigeria has allocated funds for the Covid-19 intervention Programme as amended in 2020 appropriation Act. It is upon this background that the Centre invites a reputable contractors and competent hospital equipment manufacturers and their agents to submit **Technical & Financial Documents** for emergency procurement of the under-listed items:

2. SCOPE OF SUPPLIES

- LOT M1 - Procurement and Equipping of 10 Bedded Intensive Care Unit (ICU)
- LOT M2 - Procurement and Equipping of Isolation Centre
- LOT M3 - Procurement of Personal Protective Equipment (PPEs)

3. ELIGIBILITY REQUIREMENTS

The following documents should be submitted in the technical profiles:

- i. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;
- ii. Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2020;
- iii. Evidence of current Pension Compliance Certificate valid till 31st December, 2020;
- iv. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2020;
- v. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2020;
- vi. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2020 or valid Certificate issued by BPP.
- vii. Sworn Affidavit:
 - disclosing whether or not any officer of the relevant committees of the Federal Medical Centre, Azare 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;
 - the Company is not in receivership, insolvent or bankrupt;
 - none of the Directors of the company has been convicted in any Court for any criminal offence including fraud and financial impropriety;
- viii. Company's Audited Accounts for the last three (3) years - 2017, 2018 & 2019;
- 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;
- xi. 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;
- xii. Company's Profile with the Curriculum Vitae of key staff to be deployed for the project, including at least three (3) trained Original Equipment Manufacturers (OEM) Biomedical Engineers;
- xiii. M1 & M2: Letter of Authorization from the original manufacturers listed in the Approved policy for procurement for Health and Medical Equipment for Tertiary Hospitals in Nigeria, published by the BPP/FMOH/SON/NNRA, year 2017-2018 (2nd Revision)
- xiv. 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 Documents (SBD) from the procurement office in the Administrative Block of the Federal Medical Centre Azare Bauchi State, on evidence of payment of a non-refundable tender fee of ₦10,000.00 per Lot, paid into the Federal Medical Centre, Azare's Remita account in any reputable commercial bank in Nigeria.

5. SUBMISSION OF TENDER DOCUMENTS

The prospective bidders are to submit the bid for each of the LOTS desired, 2 Hardcopies each of the Technical and Financial Bids with softcopy of a financial bid only in MS Excel format, packaged separately in a sealed envelopes and clearly marked as **"TECHNICAL BIDS"** or **"FINANCIAL BIDS"** and addressed to the Medical Director Federal Medical Centre Azare, and clearly marked with the name of the project and the LOT number. The reverse side of the envelopes should bear the name of the Company and submitted into the tender box not later than **12:00 Noon on Monday, 7th December, 2020**.

6. OPENING OF TECHNICAL BIDS

Only the Technical Bids will be opened immediately after deadline for submission at **12:00 Noon on Monday, 7th December, 2020**, at the Board room of the Federal Medical Centre Azare.

7. GENERAL INFORMATION

- i. Bids must be in English Language and signed by an official authorised by the bidder;
- ii. Bids submitted after the deadline for submission would be returned un-opened;
- iii. All documents submitted may be referred to the respective issuing authority for verification and authentication;
- iv. Bidders should not bid for more than two (2) Lots;
- v. All costs will be borne by the bidders;
- vi. All documents submitted may be referred to the respective issuing authority for verification and authentication;
- vii. 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;
- viii. Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- ix. 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;
- x. The FMC, Azare 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 20072007.

SIGN
MEDICAL DIRECTOR