

**NATIONAL VETERINARY RESEARCH INSTITUTE VOM**

**(Federal Ministry of Agriculture and Rural Development)**

**P.M. 01 Vom, Plateau state**

**INVITATION TO TENDER/EXPRESSION OF INTEREST**

1. **INTRODUCTION**

The National Veterinary Research Institute Vom, Plateau State in its bid to utilize the 2021 Capital Appropriation, hereby invites experienced and competent contractors/suppliers to submit bids for the execution of the under listed projects:

1. **SCOPE OF WORK:**

**A. GOODS.**

**[i]. ERGP5104524: Development of Multivalent Vaccines (BQ+HANTAVAC+HSV: GUMBORO+NDVL: FOWL TYPHIOD+FOWL CHOLERA+NEW CASTLE LASOTA)**

Lot-01-2021**:** Supply of Chemicals and Equipment

**[ii]. ERGP5104527: Surveillance, Diagnosis and Control of Economically important Animal Disease in Nigeria (Avian Influenza, Newcastle Disease, Gumboro, Rabies, CBPP, ASF, Brucelosis, Fowl Typhiod, ETC.)**

Lot-02-2021: Supply of Project Vehicles.

Lot-03-2021: Supply of Reagents and Chemicals.

Lot-04-2021: Supply of Consumables.

**[iii]. ERGP5104532: Vaccine Research, Development & Production.**

Lot-05-2021: Supply of Chemicals and Reagents for Vaccine Production.

Lot-06-2021: Supply &Installation of Vaccine Production Equipment.

Lot-07-2021: Supply of Vaccine Label Printing Materials.

**B. WORKS:**

**[vi]. ERGP12104550: Rehabilitation of NVRI roads.**

Lot-08-2021: Rehabilitation of NVRI Internal Road.

**[vii]. ERGP30149647: Installation of Feed Mill Equipment.**

Lot-09-2021: Installation of Feed Mill Equipment for Vaccine Production.

**C. CONSULTANCY.**

**[viii]. ERGP7125890: Revaluation of Fixed Asset in conformity with the requirement of International Public Sector Accounting standard IPSAS.**

Lot-10-2021: Revaluation of Institute’s Fixed Asset.

**3.0 ELIGIBILITY REQUIREMENTS.**

Contractors should submit their eligibility Documents in SEQUENTIAL **ORDER as listed below,**;

1. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7. Business Name is acceptable for Services;
2. Evidence of Company’s Income Tax Clearance Certificate ((or Personal Income Tax Clearance Certificates of all the Partners in case of Business Name) for the past three (3) years **(2018, 2019, 2020)** expiring on 31st December, 2021,with minimum average annual turnover of **N50 million** only for supplies and **N100 million** only for **works**.
3. Evidence of current Pension Clearance Certificate from PENCOM valid till **31stDecember 2021;**
4. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till **31st December, 2021**;
5. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till **31st December, 2021;**
6. Evidence of Bureau of Public Procurement Interim Registration Report [IRR] Certificates valid till **31st December, 2021**.
7. Sworn affidavit:

* disclosing whether or not any officer of relevant committees of the National Veterinary Research Institute Vom or Bureau of Public Procurement 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
* that none of the Directors has been convicted in any country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of acts relating to any matter; and

1. Company’s Audited Accounts for the last three (3) years (2018, 2019, 2020);
2. Evidence of financial capability to execute the project by submission of Reference Letter from reputable Commercial Bank in Nigeria, indicating willingness to provide credit facilities for the execution of the project when needed;
3. Company’s Profile with the Curriculum Vitae of Key Staff to be deployed for the project including copies of their Academic/Professional qualifications such as COREN, CORBON, ARCON, QSRBN etc.;
4. 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;
5. Works: List of Plants/Equipment with proof of Ownership/Lease;
6. For Equipment: Letter of Authorization from the Original Equipment Manufacturers (OEMs);
7. Lot 10: Evidence of current practice licence issued by ICAN or ANAN, or any other related professional body;
8. Only companies included in the National Automotive Design and Development Council’s approved list of local manufacturers of vehicles or their authorised representatives should bid for the vehicles
9. For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);
10. All documents for submission must be transmitted with a covering 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 Letter-head Paper must bear the names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized officer of the firm.

**4.0COLLECTION OF TENDER DOCUMENTS (CATEGORY A &B)**

Interested companies (A & B) are to collect the Standard Bidding Document (SBD) from the office of the Procurement Unit of the Institute with evidence of payment of a non-refundable tender fee of **Ten thousand naira (N10, 000.00)** only per Lot, paid into the Institute’s remitta account in any commercial bank.

**Interested firms for Consultancy Service (C) are not expected to make any payment until they are shortlisted for Request for Proposal (RfP).**

**5.0 SUBMISSION OF TENDER DOCUMENTS (A & B).**

Prospective Bidders are to submit bid for each of the Lot desired, two (2) hard copies each of thetechnical and financial bids, packaged separately in sealed envelopes and clearly marked as “Technical Bid” or “Financial Bid”. Thereafter, put the two sealed envelopes together in a bigger sealed envelope addressed to;

**THE DIRECTOR/CHIEF EXECUTIVE**

**NATIONAL VETERINARY RESEARCH INSTITUTE,**

**VOM P. M. B. 01, VOM**

**PLATEAU STATE**

And clearly marked with ***(the name of the project and Lot Number)***. Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designated Tender Box at the office of the Director/Chief Executive not later than **12:00noon** on **Tuesday, 8thJune, 2021.**

**5.1. SUBMISSION OF EXPRESSION OF INTEREST (C).**

Interested firms are to submit two (2) bound of Expression of Interest (EoI) documents separated by dividers and arranged as indicated above. The documents should be submitted in a sealed envelope and addressed to:

**THE DIRECTOR/CHIEF EXECUTIVE**

**NATIONAL VETERINARY RESEARCH INSTITUTE,**

**VOM P. M. B. 01, VOM**

**PLATEAU STATE**

and clearly marked with (***the name of the project and the Lot number***). Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and drop in the designatedTender Box at the office of the Director/Chief Executive not later than **12:00noon on Tuesday**, **18thMay, 2021**

**6.0. OPENING OF BID DOCUMENTS (A & B).**

The Technical bids will be opened immediately after the deadline for submission at **12:00 noon** on **Tuesday, 8th June, 2021** at the **Quality Control Conference Room** of the Institute, while the financial bids will be unopened. Please, ensure that you sign the Bid Submission Registrar in the office of Director/Chief Executive. This advertisement serves as an invitation to Non-Governmental Organizations (NGOs), Anti-Corruption Agencies and the general public to witness the Bid opening. For further enquiries, please contact the Procurement Unit on 08065596575, 08035053076 or 08034735498 email [nvriprocurement@nvri.gov.ng](mailto:nvriprocurement@nvri.gov.ng)

**7.0 OPENING OF EOI (C).**

The EoI documents will be opened immediately after the deadline for submission **12:00noon** on **Tuesday**, **18th May, 2021** at the **Quality Control Conference Room** of the Institute. Please, ensure that you sign the Bid Submission Register in the office of Director/Chief Executive, as the Institute will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Procurement Unit on 08065596575, 08035053076 or 08034735498 email [nvriprocurement@nvri.gov.ng](mailto:nvriprocurement@nvri.gov.ng)

1. **. GENERAL INFORMATION:**
2. Bids must be in English Language and signed by an officer authorised by the bidder;
3. Bids submitted after the deadline for submission would be returned unopened;
4. Any company that submits forged documents will be handed over to the relevant authority, please note that copies of Tax Clearance, Pencom, BPP IRR, NSITF, ITF Certificates will be forwarded for validation in the course of the bidding process;
5. The Institute shall not be responsible for any cost or expenses incurred by any interested party (ies) in connection with any response to this invitation and or the preparation or submission in response to an inquiry;
6. 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;
7. Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services)
8. Category C: Only shortlisted firms will be invited for Request for Proposal:
9. Category A & B: 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;
10. Submission of eligibility and commercial bids documents to the National Veterinary Research Institute (NVRI) Vom is neither a commitment nor an obligation to award contract to any company or its agent 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

April, 2021