



FEDERAL MEDICAL CENTRE, KEFFI
No. 1 Old, Keffi-Akwanga Rd, Expressway, Keffi
www.fmckeffi.gov.ng

INVITATION FOR PRE-QUALIFICATION/INVITATION TO TENDER

1.0 INTRODUCTION

The Federal medical centre, Keffi Nasarawa State in furtherance of its statutory responsibility/mandate intends to implement some capital projects through funding from the 2024 capital appropriation. Therefore, experienced and reputable Contractors are hereby invited to submit bids for the following procurements:

2.0 SCOPE OF WORKS

Category A – PREQUALIFICATION

LOTS NO	PROJECT TITLE
A1	Rehabilitation and Equipping of Digital X-ray machine building
A2	Rehabilitation and Equipping of Fluoroscopy machine building
A3	Provision and Installation (civil works) of Ultrasound scan machine (4D, color Doppler, 3 probes)
A4	Rehabilitation and Equipping of CT Scan Machine (64 slice) Building
A5	Construction of MRI Suite
A6	Supply and Installation of Dialysis Machine, Water Treatment, Chair, UPS, and Consumables

CATEGORY B – INVITATION TO TENDER

B1	Construction of a block of hospital ward in General Hospital Karu, Nasarawa State
B2	Construction of Public Health building to accommodate Psychiatry and Scientific Research Departments
B3	Supply of computers for the implementation of Electronic Medical Records
B4	Supply and installation of Medical/Hospital equipment for Dental, Ophthalmology, Surgery and Pediatric Departments
B5	Supply and installation of Hospital furniture for Orthopedic wards and other wards.

3.0 ELIGIBILITY REQUIREMENTS

Suitable qualified companies are invited to submit three (3) bound copies of Pre-qualification documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

- Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including for CAC1.1 or CAC2 and CAC7.
- Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2024 with a minimum annual turnover of **₦200m** as stated in the TCC & concurrent with the audited accounts (The minimum annual turnover requirement is only applicable to category A)
- Evidence of Pension Clearance Certificate valid till 31st December, 2024;
- Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2024;
- Evidence of Nigeria Social Insurance Trust Fund (NSTIF) Clearance Certificate valid till 31st December, 2024;

- f) Evidence of Firm's registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2024 or valid certificate issued by Bureau of Public Procurement (BPP);
- g) Sworn Affidavit:
 - i. disclosing whether or not any officer of the relevant committees of the Federal Medical Centre, Keffi 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;
 - ii. That the Company is not in receivership or about to be in receivership or not a replacement for a hitherto tax defaulting company;
 - iii. That the company is not subject to any form of insolvency or bankruptcy proceedings or the subject of winding down petitions or proceedings;
 - iv. Not to have any Director who has been convicted in any country for criminal offences relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter.
- h) Company's audited accounts for the last three (3) years (2021, 2022 and 2023);
- i) Reference letter from a reputable Commercial Bank in Nigeria clearly indicating willingness to provide credit facility for the execution of the project;
- j) Company's profile with Curriculum Vitae of Key Staff to be deployed for the project (to include certified product specialists/Bio-Medical Engineers), including copies of Academic/Professional Certificates such as COREN, QSRBN, COBON, etc.
- k) Verifiable documentary evidence of the last three (3) similar jobs executed in the last Five (5) years as prime contractor including Letters of Awards, evidence of Job Completion or Valuation Certificate (for ongoing project);
- l) Health/Medical Equipment: Letter of Authorisation from the Original Equipment Manufacturers listed in the Approved Policy for Procurement of Health and Medical Equipment for Tertiary Hospitals in Nigeria;
- m) Evidence of Verifiable OEMs Service Centre in Nigeria to ensure after sales maintenance in line with the approved SGF circulars enforcing aftersales maintenance services for Medical equipment and duly certified by NNRA & SONCAP (for Category A)
- n) Works: List of Plants/Equipment with proof of Ownership/Lease Agreement;
- o) For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided indicating among others the Lead Partner (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner).

Note: All documents for submission must be transmitted with Covering/Forwarding letter under the Company's Letter Head Paper bearing among 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 authorized officer of the company.

4.0 SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

Interested firms are to submit three (3) bound copies of Pre-qualification documents, separated by dividers and arranged as indicated above. The envelopes should be addressed to **The Medical Director, Federal Medical Centre, Keffi** and clearly marked (*the name of the project and the Lot number*).

Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and should be dropped in the designated Tender Box located at the Procurement Unit, Ground floor, administrative complex, Federal Medical centre, Keffi, Nasarawa State not later than **10.00am on Monday, 27th May 2024**.

Please ensure that you sign the Bid Submission Register as the Hospital will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Head of Procurement.

5.0 OPENING OF PRE-QUALIFICATION DOCUMENTS

The prequalification document shall be opened immediately after the deadline of submission by 10:00 am, Monday 27th May, 2024 at the board room, administrative complex, Federal Medical Centre, Keffi Nasarawa State.

6.0 COLLECTION OF TENDER DOCUMENTS (Category B)

Interested bidders for Lots in Category B are to collect Tender Documents from the office of the Head of Procurement Unit, FMC Keffi with evidence of payment of non-refundable fee of N10,000 per Lot, paid into the TSA Account Name FEDERAL MEDICAL CENTRE, NASARAWA STATE, in any reputable commercial bank in Nigeria.

7.0 SUBMISSION OF TENDER DOCUMENTS (Category B)

Prospective bidders are to submit bid for each lot desired, three bound hard copies each of the technical and financial bids with soft copy of the financial bid in excel format, packaged separately in sealed envelopes and clearly marked as technical bid or financial bid. Thereafter put the two sealed envelopes in a bigger envelope and addressed to the **Medical Director/CE Federal Medical Centre, Keffi Nasarawa State** and clearly marked with the title of the project. Furthermore, the reverse side of the envelope should have the name and address of the bidder and dropped in the designated tender box at the procurement unit, at the administrative building Federal Medical Centre, Keffi, Nasarawa State not later than **12 noon on Tuesday 11th June, 2024**

Please ensure that you sign the Bid Submission Register as the Hospital will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact the Head of Procurement.

8.0 OPENING OF TENDER DOCUMENTS (Category B)

The technical documents will be opened immediately after the deadline for submission at **12noon on Tuesday 11th June, 2024 at the board room administrative building, Federal Medical Centre, Keffi Nasarawa State** in the presence of all the bidders or their representatives.

9.0 GENERAL INFORMATION

- a. All tender documents must be in English Language and signed by an official authorised by the bidder;
- b. All tender documents submitted after the deadline for submission would be returned un-opened;
- c. All costs will be borne by the bidders;
- d. Bidders should not bid for more than two (2) lots, violation is disqualification in all lots;
- e. The Tender and Prequalification documents will be opened in the presence of Bidders or their representatives, CSOs in the areas of Anti-Corruption and Transparency and Private Professional bodies; and will be covered by video recording.
- f. For Prequalification, only pre-qualified bidders at technical evaluation will be invited at a later date for collection of tender documents;
- g. For Invitation to tender, only qualified bidders at technical evaluation will be invited at a later date for financial bid opening while the financial bid of un-successful bidders shall be returned unopened
- h. Federal Medical Centre, Keffi in accordance with Section 28 of the Public Procurement Act,2007 is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities.

**Signed:
Management**