FEDERAL UNIVERSITY OF MEDICINE AND MEDICAL SCIENCES ABEOKUTA

Procurement Unit

Temporary Site
Federal University of Medicine and
Medical Sciences, Abeokuta
FUNAAB Campus, Alabata Road
Abeokuta, Ogun State
Website: www.fummsa.edu.ng
E-mail: enquires@fummsa.edu.ng

26TH FEBRUARY, 2026

ADDENDUM

TO WHOM IT MAY CONCERN

NOTICE OF REQUEST FOR QUOTATION FOR THE SUPPLY OF OFFICE FURNITURE

INTRODUCTION

The Federal University of Medicine and Medical Sciences, Abeokuta (FUMMSA) is a newly established Federal Institution in Ogun State, Nigeria whose establishing law was enacted on 23rd February, 2023 by the National Assembly. The Institution focuses on Medical Health Sciences and allied Professions. One of the mandate of the University is to encourage the advancement of learning and to hold out to all persons without distinction of race, creed, sex or political conviction, the opportunity of acquiring a higher education in medicine and other health sciences.

The University in compliance with the requirements of the Public Procurement Act 2007, is desirous of engaging the services of reputable, competent and eligible firms with proven track record and expertise to submit their Request for Quotation for the supply of office furniture.

- **ELIGIBILITY REQUIREMENTS**

  In order to be considered, interested bidders are expected to be **registered as Federal Government Contractors,** in the appropriate categories with **the Bureau of Public Procurement (BPP) – visit** https://federalcontractors.bpp.gov.ng

  As part of their submission, **bidders are expected to show evidence of registration with the BPP** by submitting the following documents:

  a) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission **(CAC)**; including Form CAC 1.1 or CAC 2 and CAC 7;

b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2025; with minimum average annual turnover of N50 million;
c) Evidence of Pension Compliance Certificate valid till 31st December, 2025; (applicable where number of staff is at least 15)
d) Evidence of Industrial Training Fund **(ITF)** Compliance Certificate valid till 31st December, 2025; (applicable where number of staff is at least 5 or at least N50m turnover)
e) Evidence of Current Nigeria Social Insurance Trust Fund **(NSITF)** Compliance Certificate valid till 31st December, 2025;
f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) or valid certificate issued by BPP.
g) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Federal University of Medicine and Medical Sciences, Abeokuta, 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;
h) Company's Audited Account for the last (3) years – 2023, 2024, 2025.
i) 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;
j) 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, QSRBN, ARCON, CORBON;
k) 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 project.

All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letterhead 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 authorized officer of the firm.

All submitted documents will be opened immediately after the deadline for the submission of bids.
Please ensure that you sign the bid submission register as the University will not be liable for misplaced or wrongly submitted bids.

Thank you

Signed
Adesina M.Y. (Mrs.)
Secretary, Procurement
For: The Vice Chancellor