FEDERAL UNIVERSITY OF MEDICINE AND MEDICAL SCIENCES, ABEOKUTA
OGUN STATE, NIGERIA

INVITATION FOR PRE-QUALIFICATION AND TENDER FOR YEAR 2026 TETFUND ZONAL INTERVENTION

1.0 INTRODUCTION

The Management of Federal University of Medicine and Medical Sciences, Abeokuta in line with its mandate to provide a conducive environment for effective teaching and learning, and in fulfillment of accreditation requirements, intends to utilize its **Year 2026 TETFund Zonal Intervention** for the **Procurement and Installation of Office Furniture.**

In view of this, the university hereby invites **interested, eligible, experienced, and competent contractors/suppliers** to submit bids for the execution of the **Year 2026 TETFund Zonal Intervention.**

2.0 SCOPE/DESCRIPTION OF PROJECTS

I) Procurement and Installation of Office Furniture

3.0 ELIGIBILITY REQUIREMENTS

a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC)
b) Evidence of Current Tax Clearance Certificate (TCC) for the last three (3) years (2022, 2023 & 2024) valid till 31st December, 2025.
c) Evidence of current Pension Compliance Certificate valid till 31st December, 2025.
d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2025.
e) Evidence of Compliance with National Social Insurance Trust Fund (NSITF) 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) expiring on 31/12/2025 or valid Certificate issued by BPP
g) Accrued Sworn affidavit by a director of the company certifying that:
   i. The document submitted for the pre-qualification exercises are genuine and correct:
   ii. None of the Director(s) of the company had ever been convicted by a Court of Law:
   iii. None of the officer of the relevant committees of the **Federal University of Medicine and Medical Sciences, Abeokuta** or the Bureau of Public Procurement, or a former or present Director, shareholder or has any pecuniary interest in the bidder.
   iv. The company is not in receivership, insolvency or bankruptcy proceedings or the subject of any form of winding up petition.
h) Company Audited Accounts for the last three (3) years (2022, 2023 & 2024), certified by a Chartered Accountant/Auditor.
i) Company profile with Curriculum Vitae of Technical/Management Staff and with evidence of previous work experience, detail clients, nature of work/contract, contract sum and copies of academic and professional qualification.
j) Evidence of financial capability to execute the project including Reference Letter from a reputable Commercial Bank or insurance Bond indicating willingness to provide credit facility for the execution of the project when needed;
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 projects.
l) Letter of authorization as representatives of the Original Equipment Manufacturers (OEMs);
m) For Joint Venture/Partnership. Memorandum of Understanding (MOU) should be provided (all the eligibility requirements are compulsory for each JV partner)
n) All documents for submission must be transmitted with a Covering/ Forwarding letter under the Company/Firm's Letter Headed 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

4. COLLECTION OF TENDER DOCUMENTS

Bidders are to obtain tender documents from the Director of Procurement, Federal University of Medicine and Medical Sciences, Abeokuta at a non-refundable tender fee of Ten Thousand Naira **(N10,000.00) only** payable at the Bursary Department of **Federal University of Medicine and Medical Sciences, Abeokuta**

5. SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit two (2) hard copies each of the technical and financial bids with softcopy of financial bid only in MS Excel format, 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 Vice Chancellor, Federal University of Medicine and Medical Sciences, Abeokuta** and clearly marked with (the name of the project boldly written on top of the envelope). The reverse side of the envelope should be clearly marked above with the name of the project, while the name and address of the bidder should be clearly written below. Furthermore, the sealed envelopes should be dropped in the designated Tender Box at the Board Room of the **Federal University of Medicine and Medical Sciences, Abeokuta,** not later than **12:00 noon Monday, 25th May 2026.**

6. OPENING OF BID DOCUMENTS

The **Technical Bid** will be opened immediately after the deadline for submission at the **Board Room** of the University by **12:00 noon** on **Monday, 25th May 2026 while the financial bid opening will be on Monday 1st June, 2026** in the presence of bidders or their representatives.

Please ensure you sign the bid submission register as **Federal University of Medicine and Medical Sciences, Abeokuta** will not be held liable for misplaced or wrongly submitted bids.

7. ADDITIONAL INFORMATION

a. Bids must be in English Language and signed by an official authorized by the firm;
b. Bids submitted after the deadline for submission would be rejected and returned unopened;
c. Delivery by courier will not be accepted;
d. All cost shall be borne by the bidders;
e. The **Federal University of Medicine and Medical Sciences, Abeokuta** is not bound to shortlist any bidder and reserves the right to annul the process at any time without incurring any liabilities in accordance with **Section 28 of the Public Procurement Act 2007** (as amended).

Signed:
Vice Chancellor