



INDUSTRIAL TRAINING FUND

CORRIGENDUM TO:

INVITATION FOR PRE-QUALIFICATION TO TENDER FOR CONTRACTS OF WORKS, GOODS AND SERVICES FOR 2018 BUDGET IMPLEMENTATION

1.0 INTRODUCTION

The Industrial Training Fund (ITF), a Parastatal of the Federal Ministry of Industry, Trade and Investment with network of Offices across the nation wishes to solicit for applications from interested Suppliers/Contractors/Service Providers with cognate experience in areas listed under 2.0 below wishing to do business with the Fund to pre-qualify their company to enable them participate in Financial bidding for contracts of Works, Goods and Services for 2018 Budget implementation.

2.0 AREAS FOR PRE-QUALIFICATION

Interested Suppliers, Contractors and Service Providers are expected to submit application separately in not more than two (2) specialized areas.

A. WORKS

1. Construction (Building/Landscaping)
2. Renovation of Existing Structures

B. GOODS

3. Supply of Computer Hardware, Accessories, Spare Parts and other ICT related Equipment
4. Supply of Furniture and Fittings
5. Supply of Training Programme Equipment
6. Supply of Workshop Tools and Equipment for Industrial Skills Training Centres
7. Supply of Locally Manufactured/Assembled Vehicles by Nigeria Bona-fide Automotive Manufacturers/Assemblers registered with BPP.

C. SERVICES

8. Events Management Services
9. ICT Services (Software Development, Supply of Internet Bandwidth, Upgrade/Installation of LAN/Internet Facilities)
10. Media Services
11. Training Services
12. Catering Services
13. Maintenance of Project/Utility Vehicles
14. Maintenance of Training Programme Equipment
15. Printing and Publication

D. GENERAL SUPPLIES

16. Supply of Stationery Materials
17. Supply of Corporate Gifts Items
18. Supply of Motor Spare Parts

3.0 PRE-QUALIFICATION REQUIREMENTS

In addition to 2.0 above, Contractors/Suppliers/Service Providers are required to submit their applications along with the following documents:

- a) Certificate of Incorporation/Registration with Corporate Affairs Commission (CAC)
- b) Memorandum and Article of Association for Limited Liability Companies
- c) Evidence of Company Incomes Tax Clearance for the last three (3) years valid till 31st December, 2018
- d) Evidence of current Pension Compliance Certificate valid till 31st December, 2018
- e) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2018

- f) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2018
- g) Curriculum Vitae of key Staff and copies of their Professional Qualifications
- h) Verifiable documentary evidence of at least three (3) similar jobs in the last five (5) years including letter of Awards, Valuation Certificates and Job Completion Certificates
- i) Evidence of Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Industrial Training Fund or the Bureau of Public Procurement is a former or present Director, Shareholder or has any pecuniary interest in the Company and to confirm that all information presented in its application are true and correct in all particulars
- j) Evidence of financial capability to execute the project by submission of reference letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed
- k) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 01/01/2019 or valid Certificate issued by BPP
- l) Company's Audited Accounts for the last three (3) years (2015, 2016, 2017)
- m) All documents for submission must be transmitted with a covering/forwarding letter under the Company's letterhead Papers bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.), and email 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

By this re-advertisement, documents for Pre-qualification shall be submitted in sealed envelope, addressed to the Director-General/Chief Executive, Industrial Training Fund, Jos and marked boldly at the right hand corner "2018 PRE-QUALIFICATION DOCUMENT" and dropped in the Tenders Box at the Headquarters Complex Building Reception, Jos on or before 12:00 noon of **Thursday, 26th July, 2018** and no Company should submit application for more than two (2) specialized areas.

5.0 OPENING OF PRE-QUALIFICATION DOCUMENTS

Pre-qualification documents shall be publicly opened immediately after the close of Submission of Pre-qualification Documents on the same day, **Thursday, 26th July, 2018**. Representatives of respondent Companies are by this Advertisement, invited to witness the Bid opening session which shall hold at the ITF Headquarters Annex Building Hall.

6.0 GENERAL INFORMATION

- 1) Pre-qualification Documents submitted after the deadline for submission would be returned unopened.
- 2) Pre-qualification Documents not submitted in accordance with this Advertisement shall be rejected.
- 3) Respondents are to note that all documents submitted are subject to verification from the relevant authorities.
- 4) Applications must state clearly the single area of which the Company seeks to Pre-qualify.
- 5) Contractors/Suppliers/Service Providers who had earlier responded to our advertisement can submit any additional document required if need be.
- 6) This invitation for Pre-qualification shall not be construed to be commitment on the part of the Fund for contract award, nor shall it entitle the Applicant to make any claims whatever and seek indemnity from the Fund by virtue of having responded to this advertisement.
- 7) This Advertisement can also be accessed on the ITF Website: www.itf.gov.ng.

Signed

*Director, Procurement Department
For: Director-General/Chief Executive*