



**FEDERAL ROADS MAINTENANCE AGENCY (FERMA)
HEADQUARTERS**

Plot 163, Aminu Kano Crescent, Wuse II - ABUJA

**PRE-QUALIFICATION FOR
CONSTRUCTION OF SOME FERMA FIELD OFFICES NATIONWIDE (CATEGORY F).**

INTRODUCTION:

In pursuance of the extant guidelines of the Public Procurement Act 2007, the Federal Roads Maintenance Agency (FERMA) in furtherance to her statutory mandate is desirous of constructing field offices in some states for the sole purpose of enhancing road maintenance activities nationwide. Consequently, suitably qualified Contractors with good track records are invited to apply for **PRE-QUALIFICATION FOR CONSTRUCTION OF SOME FERMA FIELD OFFICES NATIONWIDE.**

SCOPE OF WORKS

The scope of works includes but not limited to construction of FERMA field offices at some selected locations nationwide.

LIST OF PROJECTS

LOTS	PROJECT DESCRIPTION	LOCATION	CONTRACT NO.
1	CONSTRUCTION OF FERMA FIELD OFFICES IN CROSS RIVER STATE.	CROSS RIVER	ES/FM/20-03
2	CONSTRUCTION OF FERMA FIELD OFFICE IN KANO STATE.	KANO STATE	ES/FM/20-04
3	CONSTRUCTION OF FERMA FIELD OFFICE IN AKWA IBOM STATE.	AKWA IBOM	ES/FM/20-05
4	CONSTRUCTION OF FERMA FIELD OFFICE IN BENUE STATE.	BENUE STATE	ES/FM/20-06

ELIGIBILITY CRITERIA

Prospective bidders must possess the following eligibility criteria to be able to participate in the bidding process:

- i. Colour copy of evidence of incorporation with Corporate Affairs Commission (CAC) as a Limited/Public Liability Company including copy of certified Memorandum and Articles of Association as well as forms CAC 2 and CAC 7.
- ii. Colour copy of Company Tax Clearance Certificate for the last three (3) years (2017, 2018 & 2019) valid till 31st December 2020.
- iii. Colour copy of evidence of current Pension Compliance Certificate valid till 31st December, 2020.
- iv. Colour copy of current ITF (Industrial Training Fund) compliance certificate valid till 31st December 2020.
- v. Colour copy of NSITF Compensation Act Compliance Certificate valid till 31st December 2020.
- vi. Evidence of registration on the National Database of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report (IRR) issued by BPP valid till 31st January, 2021.
- vii. A sworn affidavit dated not earlier than 9th March 2020 indicating that all documents submitted are genuine and verifiable.
- viii. A sworn affidavit dated not earlier than 9th March 2020 that none of the directors nor has the Company itself been convicted of any criminal offence in any country including financial impropriety.
- ix. A sworn affidavit dated not earlier than 9th March 2020 that the bidder is not in receivership, the subject of any form of winding up petition or proceeding
- x. Inclusion of verifiable evidence of equipment and technology capacity or lease agreement relevant to the project.
- xi. Inclusion of verifiable list of previous similar works successfully carried out within the last three years with names of client, evidence of award letter(s), Last Interim Certificate of valuation for project or job completion certificate.
- xii. Company profile including organizational structure, key professional staff with their names, and telephone numbers, emails, at least one of which must be registered with their relevant bodies (i.e COREN, CORBON, QSRBN, ARCON, etc) with 2020 Practicing License.
- xiii. Audited annual financial report of the company for the last three years (2017, 2018 and 2019)
- xiv. Evidence of financial strength including recent reference letter from reputable bank indicating willingness to provide credit facility for the execution of the project in addition to evidence of a turnover of at least N250m in the last three years (2017, 2018 and 2019).
- xv. For Joint Venture/Partnership, Memorandum of Understanding (MOU) should be provided where necessary (all eligibility requirement are compulsory for each Joint Venture Partner)
- xvi. The offer must be properly signed.
- xvii. All schedules provided in bid documents must be completed.
- xviii. All bids must be submitted in English language.

SUBMISSION/OPENING OF TENDER DOCUMENTS:

Interested bidders are to submit their bid(s) for each of the Lot(s) desired in two (2) hard copies (one clearly marked "Original" at the bottom right hand corner and one clearly marked "Copy" at the bottom left hand corner). Thereafter, put the two sealed envelopes together in a bigger sealed envelope and addressed to:

**THE MANAGING DIRECTOR,
FEDERAL ROADS MAINTENANCE AGENCY,
PLOT 163, AMINU KANO CRESCENT,
WUSE II, ABUJA.**

ATTENTION: DIRECTOR (PROCUREMENT)

and clearly marked on the top left hand corner "**CONFIDENTIAL**" and top right hand corner "**PREQUALIFICATION FOR _____** (indicate Lot No./Project Description/Contract No.) _____".

Furthermore, the reverse of each sealed envelope should have the name and address of the bidder and hand delivered not later than 12noon of **Tuesday, March 24th, 2020** to the Office of the Deputy Director (Procurement), FERMA Headquarters Annex Building, No. 7 Eldoret Close, Off Aminu Kano Crescent, Wuse II-Abuja. Ground Floor, Room GF 003.

All Bids will be publicly opened immediately following the deadline for the submission of bids at 12noon of **Tuesday, March 24th, 2020** at the Rockview Royale Hotel, Adetokunbo Ademola Crescent, Wuse II, Abuja. The Federal Roads Maintenance Agency will not be held liable for misplaced or wrongly submitted bids.

The Representatives of Companies that submitted bids, Representatives of Professional Bodies and the Civil Societies are invited to witness the bid opening exercise.

Please note that:

- i. All jobs for **Category F** will attract bid security
- ii. Bidders should not bid for more than two (2) Lots in this category.
- iii. The works may not attract advance payment.
- iv. Contractors who have worked for the Agency and have history of abandonment, termination and/or lack capacity need not apply.
- v. The Agency will carry out Due Diligence on the companies to verify claims included in their submissions when necessary.
- vi. All documents for bids submission must be transmitted with a Covering/ Forwarding Letter under the Company/firms Letter Headed Paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address (Not P.O. Box), Telephone Number (Preferably GSM Number) and E-mail Address. The letter Headed Paper must bear the Names and Nationalities of the Directors of Company, duly signed by the authorized officer of the Company.
- vii. Only correctly addressed bids will be received.
- viii. The Agency will not enter into unnecessary correspondence with any Contractor except when deemed fit and in the interest of the bid.
- ix. All costs incurred by any Company in respect of this advertisement are at her own expense and the Agency shall not entertain any claim whatsoever in this regard.
- x. The Agency reserves the right to verify any claim made by any of the Bidders.
- xi. The Agency reserves the right to suspend or cancel the bidding process at any stage if and when the need arises in line with Section 28 of the Public Procurement Act 2007.
- xii. Late submissions will be rejected.
- xiii. Only pre-qualified bidders at technical evaluation will be invited at a later date.

NON ADHERENCE TO ANY OF THE INSTRUCTIONS ABOVE ATTRACTS AUTOMATIC DISQUALIFICATION.

Signed:
MANAGEMENT