

SURVEYORS COUNCIL OF NIGERIA (SURCON)  
NO 10, YAWURI STREET, OFF JERE STREET, GARKI ABUJA  
INVITATION TO TENDER FOR 2021 CAPITAL PROJECTS

## 1.0 INTRODUCTION

The Surveyors Council of Nigeria (SURCON) in pursuance of its statutory function as encapsulated by CAP S18 LFN 2004 and in conformity with the provisions of the Public Procurement Act, 2007, wishes to invite seasoned and qualified contractors to submit bids for the under listed contracts:

## 2.0 SCOPE OF SUPPLIES

LOT NO.	PROJECT DESCRIPTION
Lot 1	Construction Of Borno State SURCON Office

## 3.0 ELIGIBILITY REQUIREMENTS

- (i) Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC1.1 or CAC2 and CAC7;
- (ii) Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2021.
- (iii) Evidence of current Pension Clearance Certificate valid till 31st December, 2021
- (iv) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2021;
- (v) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2021;
- (vi) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2021 or valid Certificate Issued by BPP
- (vii) Sworn Affidavit disclosing whether or not any officer of the relevant committees of the Surveyors Council of Nigeria 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;
- (viii) Company's Audited Accounts for the last three (3) years - 2018, 2019 and 2020;
- (ix) Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- (x) 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, SURCON etc,
- (xi) List of Plants/Equipment with proof of ownership/lease
- (xii) 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;
- (xiii) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's Letter Head 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 authorised officer of the firm.

## 4.0 COLLECTION OF BIDS

Interested bidders are to collect bid solicitation documents from the Procurement Unit of Surveyors Council of Nigeria (SURCON), 10 Yawuri Street, Off Jere Street, Garki II, Abuja within the working hours of 9am-4pm of working days upon the presentation of evidence of payment of a non-refundable

tender fee of N 10,000.00 only per Lot. The payment should be made in favour of FG – Surveyors Council of Nigeria Remita Collection Platform.

#### 5.0 SUBMISSION OF TENDER DOCUMENTS:

(i) Interested bidders are to submit their documents (Both Technical and Financial Bids) in two separate envelopes enclosed in one big envelope clearly stating the Name and LOT number at the top right-hand corner of the envelope and addressed as follows;

The Registrar,

Through;

The Procurement Unit

Surveyors Council of Nigeria (SURCON),

10, Yawuri Street, Off Jere Street, Garki. Abuja

(ii) The document should be deposited in the Tender Tamper Proof – Box at the Procurement Unit. (2nd Floor) Surveyors Council of Nigeria (SURCON), 10 Yawuri Street, Off Jere Street, Garki II, Abuja. Within the working hours of 9am- 4pm of working days.

(iii) Company's name should be written at the reverse side of the envelope

(iv) The deadline for submission is **12:00noon Tuesday, 31 August, 2021**

#### 6.0 OPENING OF TECHNICAL BIDS

Only the Technical Bid opening will commence immediately after the deadline for submission at 12:00 noon Tuesday. 31 August, 2021 at the Council Chamber (3rd Floor) Surveyors Council of Nigeria (SURCON) 10, Yawuri Street, Off Jere Street, Garki II Abuja.

#### 7.0 OTHER INFORMATION

(a) The Surveyors Council of Nigeria may refer all documents attached to relevant Security Agencies, BPP, FIRS, PENCOM, ITF and other bodies for verification.

(b) The Surveyors Council of Nigeria is not bound to accept the lowest quotation that is not responsive.

(c) Bidder should not bid for more than two (2) Lots.

(d) Presence of bidders/representatives and members of the public shall not do required during the bid opening ceremony in compliance with COVID-19 Guidelines. The Bids Opening will be covered by video recording with the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency;

(e) Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services)

(f) Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened.

#### 8.0 DISCLAIMER

(8.1) This announcement is published for information purposes only and does not constitute an offer by the Tenders Board to transact with any party for the project, nor does it constitute a commitment or obligation on the part of the Tenders Board to procure concession services.

(8.2) SURCON will not be responsible for any cost or expenses incurred by any interested party(ies) in connection with any response to this invitation and or the preparation or submission in response to an inquiry

(8.3) SURCON is not bound to pre-qualify any bidder and reserves the right to annul the selection process at any time without incurring any liabilities and assigning any reason thereof.

SIGNED

THE REGISTRAR / CEO

SURVEYORS COUNCIL OF NIGERIA