

FEDERAL NEURO-PSYCHIATRIC HOSPITAL BENIN CITY

PREQUALIFICATION OF CONTRACTORS FOR CAPITAL PROJECTS, CONSULTANCY SERVICES, MINOR WORKS, SUPPLY OF MEDICINE, LABORATORY REAGENTS, GENERAL GOODS AND SERVICES FOR THE 2015 FINANCIAL YEAR

1. PREAMBLE

The Federal Neuro-Psychiatric Hospital, Benin City in a bid to improve its services in the year 2015 will procure goods, works and services for both Uselu and Permanent Site of the hospital. Consequently, the hospital is inviting reputable/competent contractors to apply for prequalification with a view to bidding for the procurement of such goods, works and services. Interested contractors are hereby requested to submit relevant documents as only prequalified contractors will be invited to tender for 2015.

2. PREQUALIFICATION REQUIREMENT

Interested companies are expected to submit the following documents for prequalification:

- a) Evidence of registration with Corporate Affairs Commission;
- b) Evidence of Corporate Tax Clearance for last three (3) years; (as applicable)
- c) Evidence of VAT Registration; (as applicable)
- d) Evidence of PENCOR Registration; (as applicable)
- e) Evidence of registration with Industrial Training Fund (ITF); (as applicable)
- f) Evidence of Financial capacity or possible assistance from bank;
- g) Evidence of Technical Ability;
- h) Evidence of similar projects previously completed in last three (3) years. The use of unverifiable projects may lead to disqualification;
- i) Evidence of registration as a contractor with Federal Neuro-Psychiatric Hospital, Benin City (**2015 registration as a contractor**);
- j) Sworn affidavit that no member of the hospital management is a director in the company;

k) Companies interested in supply of medicines/drugs are to enclose up to date :

- i) Registration with Pharmacists Council of Nigeria; and
- ii) Registration of Superintendent Pharmacist with Pharmacists Council of Nigeria.

3. SUBMISSION OF DOCUMENTS

All contractors are to submit the above stated documents in a sealed envelope tagged application for prequalification of Contractor for the year 2015 addressed to **Head, Procurement, Procurement Unit, Federal Neuro-Psychiatric Hospital, P.M.B. 1108, Benin City, Edo State** not later than seven (7) weeks from the date of this publication.

4. OPENING OF SUBMITTED DOCUMENTS

Submitted documents shall be opened immediately after the deadline for submission at **12.00 noon seven (7) weeks** from the date of this Publication/Advertisement at the Board room, Federal Neuro - Psychiatric Hospital, P.M.B. 1108, Benin City.

5. CONTACT PERSON

For all enquiries regarding the registration process, you may contact;
Head, Procurement, Procurement Unit, Federal Neuro-Psychiatric Hospital, P.M.B 1108, Benin City, Edo State.

6. DISCLAIMER

Please Note;

- i) This is not an invitation to tender;
- ii) The advertisement shall not be construed as a commitment nor shall it entitle any company to make any claim or seek indemnity from Federal Neuro - Psychiatric hospital by virtue of such companies having to respond to this advertisement;

- iii) Only prequalified contractors will be invited to tender for contracts in the year 2015;
- iv) All Certificates of Registration expire 31st December, 2015;
- v) All expenses incurred in preparing pre-qualification responses shall be borne solely by prospective companies.

Signed:

O. T. Omorodion

Head, Procurement

REGISTRATION FEE FOR DIFFERENT CATEGORIES OF CONTRACTORS

The registration fees for the different categories of contractors include:

S/N	CATEGORY	CONTRACT SUM	REGISTRATION FEE (₦)
1.	Category 1	Less than ₦250,000.00	10,000.00
2.	Category 2	₦250,000.00 and above	20,000.00
3.	Category 3	₦500,000.00 and above	30,000.00
4.	Category 4	₦1,000,000.00 (1 million) and above	40,000.00
5.	Category 5	₦2,500,000.00 (2.5 million) and above	50,000.00