

UNIVERSITY OF ABUJA TEACHING HOSPITAL GWAGWALADA,
PLOT 7107 SPECIALIST HOSPITAL ROAD, GWAGWALADA, FCT NIGERIA
INVITATION TO TENDER FOR 2025 CAPITAL PROJECTS

13th June, 2025

1.0 INTRODUCTION

The University of Abuja Teaching Hospital is desirous of engaging the services of competent and experienced company with requisite capacity in delivery of projects within budget and time at expected quality **under Selective Method of Procurement**. Funds were duly allocated in the 2025 Appropriations for execution of the underlisted projects. In compliance with the requirements of Public Procurement Acts, wishes to send invitation to tender.

2.0 SCOPE OF WORK

Category: Goods

LOT 1: Prequalification of MRI Machine

LOT 2: Provision of EMR

3.0 ELIGIBILITY CRITERIA

Letter of intent shall be submitted with photocopy of the following:

- i. Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC 2 & 7
- ii. Evidence of Pension Compliance Certificate valid till 31st December, 2025.
- iii. Evidence of current Tax Clearance Certificates for the last three (3) years (2022, 2023, 2024) valid till 31st December, 2025.
- iv. Evidence of Nigeria Social Insurance Trust Fund (NSTIF) Compliance Certificate valid till 31st December, 2025
- v. Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2025
- vi. Evidence of registration on the National Database of Federal Contractors, Suppliers and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2025 or valid certificate issued by BPP.
- vii. A Sworn Affidavit:
 - that none of the Directors of the company has been convicted in any court of law for criminal offence involving financial impropriety;
 - disclosing whether or not any officer of the relevant committees of the University of Abuja Teaching Hospital, Gwagwalada 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;
 - the Company is not in receivership, insolvency or bankruptcy.
- viii. Evidence of financial capability to execute the project by submission of reference letter from a reputable Commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed.
- ix. Company's Audited Accounts for the last three (3) years (2022, 2023, 2024) duly stamped by a reputable audit firm.
- x. Company must possess an Average Annual Turnover of at least 50% of estimated project cost or provide evidence of available credit facility from a reputable bank to the tune of at least **100%** of the estimated cost of the project.
- xi. For Joint Venture/Partnership, memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Compliance Certificate, ITF Compliance Certificate, NSTIF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each joint venture partner)
- xii. Companies are to provide representation/ authorization letter issued by the Original Equipment Manufacturer (OEM) for the equipment and approval from National Automotive Design and Development Council (NADDC) or their authorized Representative in the case of procurement of Utility Vehicle.

- xiii. All documents for submission must be transmitted with a covering/forwarding letter under the company/firm letter headed paper bearing amongst others the registration number (RC) as issued by the Corporate Affairs Commission (CAC), contact address, telephone number (GSM) and email address. The letter headed 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.
- xiv. Finally, Companies Must include an affidavit in their submission confirming that all information presented in their bids are true and correct in all particulars.

6.0 COLLECTION OF TENDER DOCUMENTS

Interested and competent bidders are requested to collect Prequalification documents for LOT 1 and Bid documents for LOT 2 from Procurement Division, Administrative Block, upon presentation of evidence of payment of non-refundable tender payment fee of N10,000.00 (Ten thousand naira) only

6.1 SUBMISSION OF TENDER DOCUMENTS

Prospective bidders for LOT 2 shall enclose their Technical document in separate envelop (marked Technical) and the Financial Bid in another separate envelop (Marked Financial) and the two separate envelopes shall be enclosed in one sealed outer envelope clearly marked "INVITATION TO TENDER"- Lot No. (Indicate the bid Lot what the bid is for) in three (3) sets namely: one (1) original and two (2) photocopies. While Prequalification documents for LOT 1 should be enclosed in an envelope clearly marked (Prequalification for MRI machine) in three (3) sets namely: one (1) original and two (2) photocopies.

Submission of bid documents should be addressed to: **The Chief Medical Director, University of Abuja Teaching Hospital, Plot 7107, Specialist Hospital Road, Gwagwalada, FCT, Abuja.**

The completed and sealed bid documents should contain the bidder's name on the reverse side of the envelope, sign the bid submission register before depositing into the Tender Box in the above address between the hours of 8:30am-4:00pm Monday to Friday, not later than 12:00 noon on **Friday, 27th June 2025**. Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services).

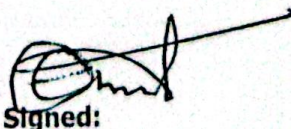
7.0 OPENING OF TECHNICAL BIDS

Prequalification Bids for LOT 1 and Technical/Financial bids for LOT 2 will be opened immediately after the deadline for submission at 12:00 noon on Friday, 27th June 2025 at the Conference room, Administrative Block of University of Abuja Teaching Hospital, Gwagwalada.

7.1 IMPORTANT NOTICE

- i. Bids must be in English Language and signed by an official authorized by the bidder
- ii. Bids submitted after the deadline for submission will not be accepted.
- iii. Bidders should not bid for more than one (1) Lot.
- iv. All costs will be borne by the bidders.
- v. University of Abuja Teaching Hospital Gwagwalada, FCT is not bound to pre-qualify any bidder and reserves the right to annul the Procurement process at any time without incurring any liabilities in accordance with section 28 of the Public Procurement Act 2007.

For further enquires contact the Head of Procurement on uathprocurementdiv@gmail.com



Signed:

Head of Procurement

University of Abuja Teaching Hospital Gwagwalada, FCT