



**NIGERIAN INSTITUTE OF LEATHER AND SCIENCE TECHNOLOGY (NILEST) ZARIA.
FEDERAL MINISTRY OF SCIENCE AND TECHNOLOGY.**

PMB 1034 ZARIA, KADUNA STATE.

**INVITATION FOR PRE-QUALIFICATION/EXPRESSION OF INTEREST FOR SERVICES UNDER 2024
CAPITAL APPROPRIATION**

1.0 INTRODUCTION

Nigerian Institute of Leather and Science Technology intends to execute some capital projects in the 2024 fiscal year. As a result of this, the Agency hereby invites submissions from experienced and competent companies with proven records to indicate interest in the under listed projects.

2.0 SCOPE OF WORK

2.10 WORKS

Lot Wo1 Rehabilitation of Tannery at Maiduguri Center.

Lot Wo2 Rehabilitation of Tannery at Sokoto Center.

Lot Wo3 Rehabilitation of Research and Development Workshops at Headquarters.

Lot Wo4 Proposed Gate, Gate house and Perimeter fence at Sokoto center.

2.20 GOODS

Lot G01 Equipping of Laboratories for Chemical analysis and Testing of Leather at Headquarters.

Lot G02 Equipping of Zazzau leather Product Entrepreneur center at Dakaci.

Lot G03 Provision of Amplifiers 60 Watts, Amplifiers 50 Watts at Maiyama/Koko Besse Federal Constituency Kebbi.

Lot G04 Procurement of Equipment for Production of Military/Paramilitary footwear.

Lot G05 Provision of Speaker amplifier in Maiyama/Koko Besse Federal Constituency Kebbi.

Lot G06 Provision of Motorcycles for Youth Empowerment in Maiyama/Koko Besse Federal Constituency Kebbi.

Lot G07 Provision of Generator set 987 at Maiyama/Koko Besse Federal Constituency Kebbi.

2.30 SERVICES

Lot S01 Consultancy services for the Development of Engineering Phase 1

Lot S02 Consultancy services for the Development of Leather cluster at Naki Gori , Plateau state.

Lot S03 Consultancy services for the Development of Mini Tannery at Naki Gori, Plateau state.

Lot S04 Consultancy services for the Development of Mini Production line at Naki Gori , Plateau state.

Lot S05 Consultancy services for the renovation and furnishing of classrooms and Lecture halls at NILEST Headquarters.

Lot S06 Consultancy services for the Development of Bio Technology Laboratory at NILEST.

Lot S07 Consultancy services for the Proposed upgrade of Administrative complex at NILEST.

Lot S8 Research and Development in Leather Technology and Footwear manufacture at Ogbia , Brass and Nembe LGA's Bayelsa state.

3.0 ELIGIBILITY CRITERIA

The interested bidders/service providers are required to submit the following:

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Form CAC 1.1 or CAC2 and CAC7;
- b. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years valid till 31st December, 2024; with minimum average annual turnover as stated in the bid documents;
- c. Evidence of Pension Clearance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- d. Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2024 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is ₦20m and above);
- e. Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2024;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP.

- g. Sworn Affidavit:
- disclosing whether or not any officer of the relevant committees of the Nigerian Institute of Leather and Science Technology, Zaria 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;
 - that no Director has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter;
 - that the Company is not in receivership, the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings;
 - That the company does not have existing loan or financial liability with a bank, other financial institution or third party that is classified as doubtful, non-performance, bad or whose repayment portion has been outstanding for the last four (4) months;
- h. Company's Audited Accounts for the last three (3) years - 2021, 2022 & 2023, duly acknowledged by the Federal Inland Revenue Service (FIRS);
- i. Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;
- j. 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 etc.;
- k. Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years including Letters of Awards,
- l. Evidence of Firm's current registration with relevant regulatory professional body(ies) such as (COREN, QSRBN, ARCON, CORBON etc);
- m. Training: Evidence of Firms current registration with relevant regulatory professional body (ies) such as Center for Management Development;
- n. For Joint Venture/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);
- o. 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 SUBMISSION OF EXPRESSION OF INTEREST DOCUMENTS

Prospective Firms should submit Expression of Interest for each of the lot desired, two (2) hard copies packaged in sealed envelopes and clearly marked as "Expression of Interest" and addressed to the Director General/Chief Executive Officer, NILEST indicating the project title and name of bidder inscribed on the left corner of the envelope while confidential is marked at the right corner of the envelope and submit in the Tender Box in the office of the Head of Procurement Unit of the Agency's National Headquarters at Sokoto Road, almost opposite the Main Gate of Ahmadu Bello University, Samaru, Zaria, Kaduna State not later than **10:00am on Monday 22nd April, 2024**. Late submission of application shall not be accepted.

Please, ensure that you sign the Bid Submission Register in the Procurement Unit as NILEST will not be held liable for misplaced or wrongly submitted bids.

5.0 OPENING OF DOCUMENTS

The Technical bids will be opened following the deadline for the submission of bids on **Monday 22nd April, 2024 at 10:00am** at the Board Room, NILEST, PMB 1034 Zaria, Kaduna State.

6.0 GENERAL INFORMATION:

- a. Bids must be in English Language and signed by an official authorized by the bidder.
- b. For further enquiries contact Procurement Unit, NILEST. Telephone: +2348033896056.
- c. This pre-qualification /tender exercise shall not be construed as a commitment on the part of the NILEST to award the contracts to anyone or even award of a contract at all.
- d. NILEST shall reject any bid which does not conform with bidding instructions.
- e. Bids submitted after the deadline for submission would be returned un-opened
- f. The Institute management reserves the right to verify the authenticity of any claim made in tender documents submitted by bidders.

- g. Any bid submitted after the closing date shall not be considered.
- h. Invitation for Expression of Interest: Only shortlisted Firms will be invited at a later date for Request for Proposals, respectively.
- i. The NILEST is not bound to shortlist 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.

Signed

Engr Ibrahim Muhammed Rabi
Secretary, NILEST Procurement Tender Board.
For: NILEST Tender Board