

INDUSTRIAL TRAINING FUND
HEADQUARTERS
P.M.B.2199, JOS

INVITATION FOR FINANCIAL TENDER

1.0 INTRODUCTION

The Industrial Training Fund (ITF), is a Parastatal of the Federal Ministry of Industry, Trade and Investment, with mandate of Manpower Training and Development in the Public and Private sectors of the economy, with a view to providing a pool of indigenous trained manpower to meet the needs of the Nigerian economy and regulating training standards.

- 1.1** The ITF in furtherance to the advertisements placed in the "Daily Trust", "The Tribune" Newspapers of Monday 25th May, 2020 and the Federal Tender Journal Volume 16 No.8 – Monday May 25th – Sunday June 7, 2020, the outcome of which has been pasted on the Fund's website www.itf.gov.ng hereby invites prequalified Contractors/Suppliers under the scope of works/supply below to obtain financial documents on the Lots declared. The scope of Works/Supply earlier advertised have been scaled down for implementation, due to budgetary constraints occasioned by the effect of Covid-19 Pandemic.

The ITF intends to finance the projects from its Internally Generated Revenue (IGR).

2.0 SCOPE OF WORKS/SUPPLY

Lot No.	CLASSIFICATION OF PROJECTS	TENDER FEE
1	Minor Constructions	₦10,000.00
2	Supply of Computer Hardware and Accessories.	₦10,000.00
3	Supply of Office Furniture & Fittings.	₦10,000.00
4	Supply of Training Programme Equipment	₦10,000.00
5	Supply of Office Machine & Equipment	₦10,000.00
6	Supply of Locally Manufactured/Assembled Vehicles.	₦10,000.00

3.0 COLLECTION OF TENDER DOCUMENTS

Prospective bidders are to make payment of non-refundable Tender Fee to the ITF's TSA and must show evidence of payment before collection of the Bid Documents. Bid documents are to be collected at Procurement Department of ITF Headquarters Building Complex, Miango Road, Jos, Plateau State.

4.0 SUBMISSION OF TENDER DOCUMENTS

Prospective bidders are to submit bid for desired Lot(s) packaged in sealed envelope and clearly marked "Financial Bid" addressed to the Director-General/Chief Executive, Industrial Training Fund, Headquarters, Miango Road, Jos, Plateau State and clearly marked with the name of the Project and Lot Number. Furthermore, the reverse of the sealed envelope should bear the name and address of the bidder and dropped in the designated Tender Box at the Main Reception of ITF Headquarters Complex Building not later than **12:00 noon on Tuesday, 10th November, 2020**.

5.0 OPENING OF FINANCIAL BIDS

The Financial Bids will be opened immediately after the deadline of submission at **12:00 noon on Tuesday, 10th November, 2020** in the New ICT Building of ITF Headquarters Complex, in the presence of bidders or their representatives. ITF would not allow more than one (1) person to represent each bidder. Furthermore, the bid opening will be attended by officials of private sector professional organisation and CSOs in the areas of anti-corruption/transparency. The event will be fully captured on video and can be provided to bidders on request.

6.0 GENERAL INFORMATION

- a) Bids must be in English language and signed by an official authorised by the bidder.
- b) Bids submitted after the deadline for Submission would be returned un-opened.
- c) All cost will be borne by the bidders.
- d) Only successful bidders will be contacted at a later date.
- e) The Industrial Training Fund is not bound to award contract to 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

Director-General/Chief Executive

Industrial Training Fund