



**FEDERAL UNIVERSITY OF TECHNOLOGY,  
P.M.B. 1526, OWERRI.**

**REQUEST FOR QUOTATION FOR SUPPLY OF DIESEL (AGO) TO THE  
UNIVERSITY**

**1. INTRODUCTION**

The Federal University of Technology, Owerri in compliance with the requirements of the Public Procurement Act (PPA) 2007 invites selected, qualified and competent Suppliers with proven experience and good track record of performance to submit quotation for the Supply of 10,000 litres of diesel (AGO) to the University

**2. ELIGIBILITY REQUIREMENTS**

To be eligible, potential bidders are required to submit all the under listed verifiable documents and must be arranged in the following order and numbered.

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC)
- b. Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31<sup>st</sup> December, 2022;

**3. SUBMISSION OF DOCUMENTS**

Two (2) hard copies of the quotation with attachment of items in 2a and 2b above and must be in a sealed envelope tagged "Quotation," marked on the **top left-hand corner, the Project Name** and addressed to **The Vice-Chancellor, Federal University of Technology, Owerri, Imo State**. The reverse side of each sealed envelope should bear the name and address of the bidder and dropped in a tamper proof box provided at the Office of the Procurement Unit, Room 203, First floor, Senate Building not later than **12:00 noon, 3<sup>rd</sup> August, 2022**.

**4. OPENING OF QUOTATIONS**

The quotations shall be opened immediately after the deadline for submission at **12:00 noon, 3<sup>rd</sup> August, 2022** in the office of the Ag, Director, Procurement Unit, Senate Building. Please ensure that you sign the bid submission register provided in the Procurement Unit, Room 203 first floor of the Senate Building FUTO as the University will not be held liable for misplaced or wrongly submitted bids.

**5. GENERAL INFORMATION**

- a. Bids must be in English Language and signed by an official authorised by the bidder;
- b. All costs will be borne by the bidders;
- c. Bidders should not bid for more than two (2) Lots;
- b. Presence of bidders/representatives and members of the public shall be required during the quotation opening ceremony including the presence of two (2) representatives of private sector professional bodies and Civil Society Organisation in the areas of Anti-Corruption/Transparency;
- c. Only pre-qualified bidders at technical evaluation will be awarded the project.
- d. Any bid submitted after the closing time and date shall be returned un-opened.
- e. The Federal University of Technology, Owerri 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.

**ENQUIRIES:**

All enquiries should be directed to the Ag. Director, Procurement Unit/Secretary to Tenders Board, Federal University of Technology, Owerri.

*Signed*  
*Ag. Director, Procurement Unit,*  
*Federal University of Technology, Owerri.*