

**MINUTES OF MEETING OF THE BID OPENING COMMITTEE MEETING
HELD ON 29TH AUGUST, 2016 AT THE CONFERENCE ROOM,
INTERNATIONAL SCHOLARS' AND RESOURCE CENTRE AT 12 NOON**

ATTENDANCE

*1. Prof. O.A. Enikuomihin	-	<i>DVC (Development)</i>
2. Prof. O. M. Onagbesan	-	<i>Director CEADESE</i>
3. Mr. M. O. Ilesanmi	-	<i>Bursar</i>
4. Dr. (Mrs.) Salaam	-	<i>Librarian</i>
*5. Prof. (Mrs.) C. A. Afolami	-	<i>Agricultural Dev. and Environmental Policy</i>
*6. Prof. O. Akinyemi	-	<i>Monitoring and Evaluation Officer</i>
*7. Mrs. Aroyeun	-	<i>Head, Procurement Unit.</i>
8. Mr. O. Amubode	-	<i>Director, Internal Audit</i>
9. Mrs. M. B. Omisope	-	<i>Procurement Officer CEADESE</i>
10. Mr. T. R. Mosaku	-	<i>Accountant, CEADESE</i>
11. Mr. M. Somefun	-	<i>Principal Executive officer I</i>

Legend

***Absent with Apology**

1.0 INTRODUCTION

The meeting started at 12.00 noon with the introduction of members and the Company's representatives'. The chairman was unavoidably absent but the event was chaired by the Centre Director who informed the committee members that the initial Procurement Method approved by the World Bank for the Procurement of books was National Competitive Bidding. He said that the Centre Leaders reasoned that the amount involved in the project is below the threshold of National Competitive Bidding of such minor activity was not worth while to adopt the method. The idea to change the Procurement Method was discussed with the World Bank and the Centre was asked to request for No Objection to change the method. The request to change the Procurement Method from National Competitive Bidding to National Shopping was forwarded to the World Bank and thereafter approved.

He stated further that the titles of the books to be supplied to the Centre was submitted by the five (5) programmes of the Centre. Advertisement was placed on the Internal Notice Boards within the University in addition to the invitation by text

messages sent to eleven Companies but only four (4) Companies responded as at the close of the request.

He informed that the Procurement Audit recently done by the Procurement Specialist appointed by the World Bank instructed that all procedures adopted for National Competitive Bidding should be adopted for National Shopping. He said that the Procurement Specialist stated that the bids should be opened publicly and external observers should be present at the opening hence an external observer from WODECO to represent the Non-Governmental Organisations and the University Librarian to represent the Professional Body for books.

2.0 TENDERING FOR THE PROJECT

The following Suppliers collected “Request for Quotation” in response to the text messages forwarded to them and the advertisement that was placed on the Notice Board of the University in respect of the project.

1. CSS Bookshops Limited
2. SAFARI Books Limited
3. ORIGBO Global Ventures Limited
4. NITADEEN Nigeria Limited

3.0 OPENING OF BIDS

The Four (4) Companies listed above submitted their quotations in sealed envelopes on or before Monday, 29th August, 2016 at 12.00pm as stated in the request. The quotations were opened on on Monday, 29th August, 2016 at 12.00pm by the Tender Opening Committee of the Centre of Excellence in Agricultural Development and Sustainable Environment with the Suppliers, Independent Observers and the general public in attendance. The quotations were read aloud to all and endorsed by members present.

4.0 RESULTS OF BIDS OPENING

S/N O	COMPANY'S NAME	COMPANY'S REPRESENTATIVE	TENDER FIGURE	BID SECURITY	VALIDITY PERIOD	COMPLETI ON PERIOD
1.	CSS BOOKSHOPS LIMITED	Ibironke Olutayo	10,225,303.20	N/A	60 Days	6 weeks
2.	SAFARI BOOKS LIMITED	Segun Aregbesola	5,645,713.60	N/A	60 Days	90 Days
3.	ORIGBO GLOBAL VENTURES LIMITED	Obisesan Olajide	5,593,340.00	N/A	90 Days	4 Weeks
4.	NITADEEN NIGERIA LIMITED	Michael Aluyah	7,349,310.00	N/A	Not Stated	Not Stated

5.0 OBSERVATION

It was observed that NITADEEN NIGERIA LIMITED did not state the completion and validity periods on the bid submitted, all the attendees agreed that the Company's representative enquired on phone from the Head office. The Company's representative appreciated the Committee members and reverted back that the completion and validity periods were two (2) months.

6.0 A.O.B

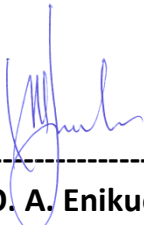
The companies representatives were asked to submit the following information for post qualification:

- Current Pencom Certificate;
- Current Tax Clearance Certificate;
- VAT Registration and Current Remittance;
- Company Registration with Corporate Affairs Commission;
- Current Audited Accounts;
- ITF Certificate and Current Remittance and
- Six (6) months statement of Accounts and Reference letter from Bank


The independent observer and companies representatives having observed the procedures adopted by the Centre in respect of the project commended the Centre officers for the displayed of openness and transparency.

7.0 CLOSING

The meeting closed at 1:45 pm



for **Prof. O. A. Enikuomihin**
Chairman



Mrs. M. B. Omisope
Secretary