

**PETROLEUM TRAINING INSTITUTE,
EFFURUN**

REF: PTI/PRIN./PRO.25/VOL.VII/344

DATE: 4th May, 2021

TO: ALL CONTRACTORS

**REQUEST FOR INVITATION TO TENDER FOR BODY TOWEL AT THE PTI
CONFERENCE CENTRE**

You are hereby invited to Tender for Body Towel at the PTI Conference Centre.

You should obtain authority to pay from Procurement Department before making payment for the Tender.

You are to pay a non-refundable tender fee of One Thousand Naira (₦1,000.00) only to the cash office at the Directorate of Finance and Accounts in the Institute and thereafter call at the Procurement Department to collect the tender form.

Your bid should be dropped in the tender's box at the Chief Internal Auditor's office in the Administrative Block on or before Tuesday 18th May, 2021 by 1:00pm prompt. It should be addressed to the "Head Procurement, Petroleum Training Institute, Effurun" and properly sealed with the inscription, "**Towel at the PTI Conference Centre**".

Please note that successful bidders should be prepared to pledge not to offer bribe/inducement to any staff in the Institute, as the Federal Government Anti-corruption law is still very much in force.

It is mandatory that your company should register with the Bureau of Public Procurement's (BPPs) National Database of Contractors, Consultant and Services Providers.

Compliance with the Pension Act of 2007 by tenderers in fulfilling Pension obligation to their employees is necessary.

I am to specially state that PTI Management reserves the right to accept or to reject any tender wholly or partly and is not bound to accept the lowest of any tender.

Signed
Head, Procurement Department
Petroleum Training Institute