

## **Petroleum Equalisation Fund (Management) Board**

**Plot 622, Cadastral Zone, Ag Ambassadorial Conclave Central Business District, P.M.B. 450 Garki  
GPO, Abuja.**

**Tel: (09) 460-6100, (09) 523-7833, 08077097114, 08077097124, 08077097126**

### **Request for Technical Proposal and Pre-Qualification for the Award of Contract to Implement A Business Solution**

The Petroleum Equalisation fund (Management) Board intends to award contract for implementing an Integrated Business Solution for the followings:

1. Collection Management
2. Claims Management
3. Marketers Reconciliation

The Board hereby request for Technical Proposals from interested companies for the purpose of pre-qualifying in the bid round.

The Board is the Government agency responsible for the equalisation of Petroleum Products Prices across the nation **by collecting allowances on** refined and imported petroleum products and reimbursing marketers cost of transportation of petroleum products across the length and breadth of the country,

#### **Our Objectives include;**

1. To automate fully the processes of accruing and collecting allowances for delivery of locally refined or imported petroleum products into the tanks of marketers,
2. To monitor distribution of petroleum products by trucks within the country,
3. To register the loading of trucks with petroleum products and track the movement of the truck as well as the content confirm proof of delivery and trigger a workflow process for reimbursing the marketer for cost of transportation
4. To automate the process of reconciliation between what is owed to the Board by the marketer and vice versa.
5. To provide a full reporting framework for all activities related to the above
6. And 'integrate solution to the Board's ERP (SAP Business One)

## **Scope of Work**

The following requirements have been identified and should serve as guide. However, proposed solution may not be limited to them:

1. Implement a tank gauge solution using accurate volume measurement (physicalization) devices.
2. Track the entry and exit of trucks from depots using tracking devices.
3. Track the movement of trucks using GPS, GPRS, RFID and /or any other applicable technology.
4. Business workflow Software
5. Reporting Software,
6. Development of Application Programs to Interface with SAP Business One using SAP 81 Software Development Kit (SDK) or any other integration approach.
7. Training.

## **Qualifications**

To be considered for participation in the Bid round, interested companies must demonstrate through the solution proposal that they have the technical competence; are capable and have resources available to provide the required service. The proposal should also include:

1. i. Company Profile and Organizational structure, including names, resumes and telephone numbers of key personnel.
2. ii. Verifiable list of previous similar works successfully carried out within the last 3 years with the names of clients, evidence of award and practical completion,
3. iii. Evidence of Incorporation of the Company by Corporate Affairs Commission (CAC).
4. iv. Company Tax Clearance Certificate for the last 3 years
5. v. VAT Registration and evidence of past VAT remittances
6. vi. Experience/ Technical Qualification of Key Personnel with copies of certificates.
7. Audited annual financial report of the company for the last 3 years.

8. Evidence of Financial Capability (Bank Statements for the last 6 months) credit worthiness and readiness to instruct bankers to supply financial information on the company as may be required,
9. ix. Evidence of compliance with the Pension Reform Act 2004.

All proposals are to be submitted in sealed envelopes marked “Business Solution Project” addressed to the Executive Secretary, Petroleum Equalisation Fund (Mgt) Board 622 Ambassadorial Conclaves, Central Business District, Abuja.

All submissions should reach her on or before 20<sup>th</sup> May, 2010.

Signed

Management

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