

HERITAGE ENERGY OPERATIONAL SERVICES LIMITED (HEOSL)

Shoreline House, 46 Olupeju Industrial Avenue, Ilupeju, Lagos, Nigeria

INVITATION FOR PREQUALIFICATION OF COMPANIES FOR THE PROVISION OF CALL-OUT/CALL-OFF CONTRACTS FOR CIVIL ENGINEERING SERVICES FOR HEOSL LAND ASSETS

(1.0) INTRODUCTION

Heritage Energy Operational Services Limited (HEOSL) HEOSL is the Operator of OML-30 on behalf of the Nigeria Petroleum Development Company (a subsidiary of Nigerian National Petroleum Corporation) and Shoreline Natural Resources Limited Joint Venture.

HEOSL activities cover the spectrum of the upstream oil and gas business. Its operations are concentrated mainly in the Niger Delta.

HEOSL wishes to pre-qualify vendors with financial and technical know-how to carry out different operational and/or service activities in land assets for a period of 2 years with optional renewal.

The Company hereby invites reputable and competent vendors for the provision of the under-listed services.

(2.0) BRIEF DESCRIPTION OF SERVICE REQUIRED AND SCOPE

The Scope of work includes but not limited to Following;

S/N	SERVICE	BRIEF DESCRIPTION OF SCOPE OF WORK (INCLUDE BUT NOT LIMITED TO THE UNDERSTATED)
1	Provision of Access Road and Drilling Location Preparation works Tender No: OML30/ITT/CIV/001	Mobilization/ Demobilization Site Clearances Earthworks Concrete & Drainage Works Road, Pavement & Surfacing Works Bridgeworks

		<p>Piling Works</p> <p>Building works</p> <p>Road maintenance / Rehabilitation</p> <p>Steel works (such as High Security Fence, Shelters and Gates)</p> <p>Drilling and completion of Water Borehole</p> <p>Pre and post Construction Survey</p> <p>Preparation of As-Built-Documentation.</p>
2	<p>VSP PIT CONSTRUCTION Tender No: OML30/ITT/CIV/002</p>	<p>Mobilize and demobilize all resources including labor, plants / equipment and transportation necessary to perform the work. Engineering pre-job design.</p> <p>Construction of VSP PIT</p>
3	<p>Camp Site Preparation/Rehabilitation Tender No: OML30/ITT/CIV/003</p>	<p>Mobilization and demobilization of all resources including plants/ equipment Earthworks and Site Clearance</p> <p>Concrete Works</p> <p>Drainage Works</p> <p>Paving</p> <p>Prepare Camp Site in readiness to receive Portacabins</p> <p>Hook up to electrical and electrical services</p>
4	<p>Geotechnical service</p>	<p>Mobilisation and demobilization of all resources including plants/ equipment</p>

	Tender No: OML30/ITT/CIV/005	Drill and core locations as required Carryout Cone penetration Tests as required Carry out Laboratory analysis Carryout concrete integrity tests
5	Re-establishment Survey Tender No: OML/30/ITT/CIV/006	Mobilisation and demobilisation of plant and equipment clearing of site Re-establish limits of original asset acquisitions

(3.0) WHO MAY APPLY

Must be an indigenous Nigerian Company (Or Foreign Company in partnership with Nigerian Indigenous companies)engaged in Nigerian Oil and Gas Upstream business activities. The company must be a Reputable Civil Engineering, Construction, Architectural and Consultancy firm.

(4.0) DURATION/CONTRACT STRATEGY

The strategy is to engage the services of qualified and competent contractors on call-out/call-off basis for a period of Two (2) years with the option of renewal subject good performance and Management's discretion.

(5.0) PRE-QUALIFICATION REQUIREMENTS

In compliance with the Public Procurement Act 2007, HEOSL hereby, invites interested competent and reputable Contractors/Companies to submit Comprehensive technical and financial information as follows;

(5.1) Full details of company profile with Certificate of Incorporation in Nigeria, certified true copies of Memorandum and Articles of Association of the company and CAC form C02 and C07 (Particulars of Directors).

(5.2) Certified true copies of Memorandum and Articles of Association of the company (Statement of Share Capital and Return of Allotment) and C07 (Particulars of Directors) and/or similar statutory documents indicating ownership structure of company, name(s) of Directors, major shareholders and percentage shareholding.

- (5.3) Detailed Company Profile with full details of company's resume demonstrating company's capabilities.
- (5.4) Company Tax Clearance Certificate for the last three (3) years (2015, 2016 & 2017)
- (5.5) Evidence of compliance with the provisions of Industrial Training Fund (ITF) Amendment Act 2011 by inclusion of copy of Compliance Certificate from the Industrial Training Fund.
- (5.6) Evidence of compliance with the Nigerian Social Insurance Trust Fund (NSITF) Act by inclusion of copy of Compliance Certificate.
- (5.7) Evidence of compliance with PENCOR Reform Act 2004 by inclusion of valid Pension Clearance Certificate.
- (5.8) Evidence of registration on the Bureau of Public Procurement (BPP's) National Data Base of Federal Contractors, Consultants and Services Providers (NDCCSPs) by inclusion of Interim Registration Report (IRR) (for Nigerian companies).
- (5.9) Evidence of relevant certification with Department of Petroleum Resources.
- (5.10) Audited Accounts for the past three (3) years (2015, 2016 & 2017) which must bear the stamp of Audit Firm.
- (5.11) Evidence of verifiable similar services carried out within the last five years. Please attach reference letters; copies of letters of awards, valuation certificates, job completion certificates including client's company full contact details (Not P.O. Box), functional phone numbers and e-mail address; for at least three (3) completed projects.
- (5.12) Company's CASHES plans and QA/QC policy and detail of safety records for accidents, incidents, injuries and damages for the past three (3) years (2014, 2015 & 2016).
- (5.13) A prospective bidder shall make provision of sworn affidavit to support action as follows:
- (1) To allow HEOSL verify all claims made in your submission.
 - (2) To allow HEOSL verify that your organization is not in receivership, nor the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of wrong up petition or proceedings.
 - (3) To confirm that the company is not a replacement for a hitherto tax defaulting company.

(4) To confirm whether or not any of the members of relevant companies of NNPC or Bureau of Public Procurement (BPP) is former or present Director, Shareholder, or has any pecuniary interest in your company.

(5) A written statement confirming that your company does not have any Director who has been convicted in any country for a criminal offence relating to fraud or any financial impropriety or criminal misrepresentation or falsification of facts relating to any matter.

(6) A written statement providing full names, contact addresses of current directors and beneficial owners to including their email address, and telephone number.

(7) Certainty of business integrity and pre-signed undertaking to strictly comply with Nigerian Ant-Corruption laws in processing the bid and executing the contract if successful.

(6.0) COMPLIANCE WITH THE NIGERIAN CONTENT ACT:

Compliance with Nigerian Content Act shall be a major consideration in the selection of applicants to lift Nigerian Crude Oil. It should be noted that evidence of Nigerian equity in the entity seeking consideration shall give competitive advantage.

Interested applicants must submit a detailed Nigerian Content execution strategy to the satisfaction of the NCDMB, clearly setting out Nigerian Content commitments in the areas of;

(6.1) Nigerian content plan that demonstrate full utilization of Nigerian Labour and services with detailed description of role, work scope and man-hours in order to achieve minimum target as set out in the requirements of the Nigeria Oil and Gas Industry Content Development (NOGICD) Bill, 2010.

(6.2) Current and in-place organizational structure with detailed experience and skills of key management personnel with names. Provide evidence (personnel list and position in organizational chart) percentage of Management that are Nigerian nationals and the percentage of the total workforce that are Nigerians.

(6.3) Detail past/present commitment to staff training and development of Nigerian Personnel.

(6.4) Evidence of in-country facilities including administrative office, Equipment and workshops.

(6.5) Evidence of Company COREN and/or ARCON Registration Certificate(s) (and other certificate relevant to consultancy service).

(6.6) All documents for submission must be transmitted with a Covering/Forwarding letter under the Company/Firm's letter Head paper bearing amongst others, the Registration Number

(RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM no.) and email address. The letterhead paper must bear the Names and Nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized officer of the firm.

(7.0) SUBMISSION OF BID DOCUMENTS

(7.1) All completed bids should be sealed and submitted in TWO (2) separate envelopes clearly marked – One (1) Original, One (1) Copy and One (1) Electronic copy (CD ROM) duly signed by the bidder's authorized representative clearly marked "Pre-Qualification for the Provision of Civil Engineering Services for HEOSL Land Assets" with the Service applied for, clearly written on the top right hand corner of the envelope with the specific tender number.

(7.2) The local content requirement as stated above No 5.13 must be submitted in a separate envelop and dearily marked "Provision Of Call-Out/Call-Off Contract For Civil Engineering Services For HEOSL Land Assets"

(8.0) THE SUBMISSION/CLOSING DATE

All Documents Should Be submitted to:

The Secretary,

Bid Management Committee

Supply Chain Management Division

Heritage Energy Operational Services

46, Industrial Avenue, Ilupeju

Lagos-Nigeria

All bids MUST be received on or before 12.00 Noon note later than **Friday 30 November, 2018**. All the bids shall be publicly opened and endorsed immediately following the deadline for submission in the presence of invited observers and prospective bidders.

All the Bidders shall be invited to attend the bid opening session

(9.0) IMPORTANT INFORMATION

(9.1) Each bidder should not bid for more than ONE (1) service enumerated above. Bidding for more than ONE (1) or suspected multiple bids for more than ONE (1) service shall amount to automatic disqualification without notice.

(9.2) Late submission shall be rejected.

(9.3) All submission should be arranged in a binder and numbered in the order listed in 5 (Pre-Qualification Requirement).

(9.4) Only companies who submit the required information and meet the pre-qualification criteria will be contacted after evaluation. HESOL shall deal directly in writing with only authorized officers of the interested companies and not through individuals or agents.

(9.5) All costs incurred by the intending bidders as a result of this Invitation to tender exercise and any subsequent request for information shall be to your account.

(9.6) This Advert shall neither be construed as any form of commitment on the part of Operator to award any contract to any Contractor and or associated contractors, sub-contractors or agents, nor shall it entitle Prequalified Contractors to make any claims whatsoever, and/or seek any indemnity from OPERATOR and/or any of its partners by virtue of such Contractors.

(9.7) Memorandum of Understanding (MOU), and any letter of affiliation or introduction letter from any company shall NOT be accepted.

(9.8) All information must be provided in English Language.

SIGNED:

HEOSL MANAGEMENT