

**PETROLEUM PRODUCTS PRICING REGULATORY AGENCY (PPPRA)
MINISTRY OF PETROLEUM RESOURCES**

www.pppra.gov.ng

**INVITATION TO TENDER FOR THE EXECUTION OF 2018 APPROPRIATED PROJECT
PETROLEUM PRODUCTS PRICING REGULATORY AGENCY (PPPRA)**

(1.0) INTRODUCTION

The Petroleum Products Pricing Regulatory Agency (PPPRA) is an Agency of the Federal Government of Nigeria charged with the statutory mandate of Determining the Pricing Policy of Petroleum Products, Regulating the Supply and Distribution of Petroleum Products and Establishing an Information Data Bank through Liaison with Relevant Agencies to facilitate the making of informed and realistic decisions on pricing policies.

The PPPRA in the discharge of its mandate invites competent and reputable Companies to submit Tender for the **Supply of Personal Protective Equipment (PPE)** appropriated in its 2018 Capital Budget:

(2.0) ELIGIBILITY REQUIREMENTS

- (a) Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7;
- (b) Evidence of Company Income's Tax Clearance Certificate for the last three (3) years valid till 31st December, 2018;
- (c) Evidence of current Pension Compliance Certificate valid till 31st December, 2018;
- (d) Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2018;
- (e) Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December, 2018;
- (f) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 30/6/2019 or valid Certificate issued by BPP;
- (g) For Joint Venture (JV's), include the Notarised Memorandum of Understanding (MOU) (eligibility requirements is applicable to each J V partner).
- (h) A sworn affidavit:
 - Disclosing whether or not any officer of the relevant committees of the Petroleum Products Pricing Regulatory Agency or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
 - That no Director of the firm has been convicted by any court of law within and outside Nigeria, and the firm is not bankrupt or in receivership;

- (i) Verifiable Evidence of Certification by the Original Enterprise Manufacturer (OEM) of safety Equipment;
- (j) Current Company's audited account for years 2015, 2016 and 2017, duly stamped and signed by ANAN/ICAN licensed Auditors;
- (k) Verifiable list of at least three (3) similar jobs executed in line with best practice in the last five years (i.e. letters of award, copy of contracts certificates of practical job completion, etc.);
- (l) Evidence of compliance to local content policy;
- (m) Evidence of financial capability to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility to the tune of N50 million when needed;
- (n) A comprehensive company profile including staff list, copies of Certificates of Academic and Professional Qualification;
- (o) 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 6SM No.), and e-mail 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 authorised officer of the firm.

Bound copies of these documents should follow the order as listed above, appropriately paged and should have a table of content indicating the pages on which these items are to be found.

(3.0) COLLECTION OF TENDER DOCUMENTS

Tender documents are to be collected from the Office of the Head, Procurement Unit on Fifth Floor of the Agency's Head Office between the hours of 10:00am – 4:00pm daily upon presentation of authenticated evidence of payment of a non-refundable Tender Fee of N5,000.00 only through REMITA PLATFORM in favour of the Agency.

(4.0) SUBMISSION OF BIDS

Prospective Bidders shall submit Two (2) copies of Technical bids in a sealed envelope labelled "TECHNICAL BID" and Two (2) copies of Financial Bids in another sealed envelope labelled "FINANCIAL BID" both enclosed in a third envelope clearly marked "SUPPLY OF PERSONAL PROTECTIVE EQUIPMENT" with the Company Name boldly written.

The envelope containing the bid document should be addressed to:

**The Executive Secretary,
Petroleum Products Pricing Regulatory Agency (PPPRA),
Plot 1012, Cadastral Zone,**

Central Business District, Abuja.

08028282370

And dropped into the tender box at the Procurement Unit on the fifth (5th) floor. Wing B of the Agency **not later than 12:00 noon on Thursday, 9 May, 2019.**

(5.0) VENUE AND TIME OF OPENING OF BIDS

The Technical Bids will be opened immediately after the deadline for submission at **12:00 noon on Thursday, 9 May, 2019**, at the PPPRA Head Office Board Room, Wing A, Fifth Floor

(6.0) ADDITIONAL INFORMATION

- (i) Incorrect address or labelling of submitted bids shall be rejected.
- (ii) This invitation for Tender shall not be construed as a commitment on the part of Petroleum Products Pricing Regulatory Agency (PPPRA) for award of contract, nor shall any company be entitled to make any claim whatsoever or seek compensation having responded to this advertisement.
- (iii) All expenses incurred in preparing the Bids and or associated with this exercise shall be borne solely by the prospective company.
- (iv) Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened.
- (v) Any bidder who fails to comply with the instruction(s) or provide any required document(s) shall automatically be disqualified.
- (vi) All submitted documents may be referred to the relevant Authorities for verification/confirmation.
- (vii) Original documents of the Eligibility Criteria may be requested for sighting.

SIGNED:

MANAGEMENT