

Petroleum Technology Development Fund

Plot 672 Port Harcourt Crescent off Gimbiya Street, Area 11, Garki Abuja

www.ptdf.gov.ng

Invitation for Expression of Interest as consultants on the Supply and Installation of Equipment Under PTDF Projects.

1.0 Introduction

The Petroleum Technology Development Fund (PTDF) invites interested reputable Consultancy firms wishing to participate in the Supply & Installation of Equipment for the Federal Polytechnic of Oil & Gas, Ekowe , Bayelsa State; Centre for Skills Development and Training, Port Harcourt, Rivers State ; and Oil & Gas Research Centre and Museum, Oloibiri, Bayelsa State Projects respectively, to submit their documents for pre-qualification .

2.0. Scope of Services

The Scope of the consultancy service will include, but not limited to the provision of preliminary/detailed designs, specifications, cost estimates and project supervision/ management.

3. Pre-Qualification Criteria

Any prospective consultant for the above service shall be required to satisfy with adequate evidence, the following minimum criteria:

- i. Evidence of incorporation or business name registration
- ii. Company audited account for the last three years
- iii. Evidence of tax clearance for the last three years
- iv. Evidence of financial capability and bank support
- v. Technical competence: qualification and experience of key personnel, professional affiliation and equipment & technology capacity
- vi. Evidence of similar projects executed
- vii. Annual turnover

- viii. VAT registration and evidence of past VAT remittance
- ix. Evidence of employees Open Retirement Savings Account (RSA) with a Pension Fund Administrator of choice for indigenous companies
- x. Evidence of remittance of both employer and employee Pension contribution to the appropriate Pension Fund Custodian
- xi. Evidence of compliance with ITF Act.

The completed pre-qualification documents shall be properly sealed in an envelope, with the Project for which interest is being expressed clearly marked on the left hand corner and addressed to:

The Secretary

Tenders Board

Petroleum Technology Development Fund

672, Port Harcourt Crescent

Off Gimbiya Street

Area 11, Garki

Abuja

The documents should be delivered to PTDF Office at the above address not later than 12:00 noon on Thursday February 2, 2012

Only Firms for the specified project whose prequalification documents fulfill the minimum requirements shall be invited to submit financial proposals.

All enquires on the prequalification are to be directed to the SECRETARY TENDERS BOARD.

4.0. NOTE

This pre-qualification request is not an invitation to tender. PTDF is neither committed not obligated to undertake the work described above or to issue any call for tender or to include any respondent to this invitation or other companies on any tender list, or to award any form(s) of contract. PTDF will not make any form of payment whatsoever for submissions made in response to this notice.

Please note that ONLY companies that responded to this particular advertisement shall participate in the pre-qualification process.

Signed

Management