

FEDERAL MINISTRY OF PETROLEUM RESOURCES (MPR)

In Conjunction with the

NIGERIAN NATIONAL PETROLEUM CORPORATION (NNPC)

**INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR THE SELECTION OF
AN INTERNATIONAL CONSULTANT TO ORGANIZE THE NIGERIA
INTERNATIONAL OIL AND GAS SUMMIT**

INTRODUCTION:

The Nigeria International Oil and Gas Summit (NIOGS) is a national resource event which will serve as a platform for Nigeria to engage the investment Community as well as directly market her Oil and Gas sector as credible business investment destinations to a global audience. In line with international best practice, Nigeria will maintain ownership and control over the NIOGS. The Private Company to be appointed as Consultants to organize the event will however bear 100% financial risk for the event, including payment for venues, pre-financing the social functions, including galas and lunches. Any profits generated from the event sales will be shared with the Ministry on a pre-determined basis

Further to the provisions of the Public Procurement Act, 2007 and extant regulations thereto, and in compliance

with international competitive bidding process, the Ministry of Petroleum Resources in conjunction with the

Nigerian National Petroleum Corporation (NNPC) solicits for Expression of Interest from qualified and competent Consultant with international experience.

SCOPE OF SERVICES

The Organization of the Nigeria international Oil and Gas Summit (NIOGS) by a Consultant with international experience which will be held in Abuja, Nigeria, first half of 2017.

FORMAT FOR THE EOI

EOI for the aforesaid assignment must include the following:

A brief company profile in narrative form with supporting documents for its Registration and Article of Association/Memorandum of Association, in case of Association, profiles of all parties to the Association be included indicating the lead party.

Capability statement, giving details about the experience and expertise of key Officers related to the area of interest

QUALIFICATION REQUIREMENTS

The international Consultant must meet the following requirements:

- i. Proof of international presence,

- ii. Possess substantial Nigerian Local content;
- iii. Be able to highlight the experience of the actual execution team for the event;
- iv. Proof of funds from the Consultant's bankers indicating that the company retains in their accounts as of date, a sum equal to or in excess of Fifty Thousand United States Dollars (\$50,000.00USD) or its equivalent, which the company is in a position to immediately mobilize for the execution of the event;
- v. Possess a demonstrative understanding of the task, including road maps and budgets for the execution

NOTE:

- i. Failure to provide the above requirements will automatically result in disqualification;
- ii. The Ministry of Petroleum Resources reserves the right to verify the authenticity of any claims on the documents submitted;
- iii. The Ministry of Petroleum Resources reserves the right to reject documents that do not meet the criteria without giving any reasons;
- iv. The Ministry of Petroleum Resources reserves the right to reject any proposal;
- v. Only international consultants that are found suitable will be prequalified and shortlisted to obtain the Request for Proposal (RFP) for next stage of procurement
- vi. Only companies who pass our rigorous financial and capability scrutiny will be contacted to submit bids;
- vii. The Ministry of Petroleum Resources reserves the right to reject all bids at any time prior to the acceptance of a bid, without incurring thereby any liability to the bidders;
- viii. The Ministry of Petroleum Resources reserves the right to cancel the procurement proceedings in the public interest, without incurring any liability to the bidders

SUBMISSION OF DOCUMENTS

Three copies of Pre-qualification Documents shall be enclosed in a sealed envelope and delivered to the **Office of the Permanent Secretary, Ministry of Petroleum Resources, Block D, 6th Floor, NNPC Tower, Central Business District, Abuja, Nigeria not later than 12noon on 19th September, 2016.**

Pre-qualification bid documents will be publicly opened immediately after the submission deadline at the Ministry's Board Room.

International Consultants are expected to send one representative to the opening ceremony. The relevant Professional Bodies and Non-Governmental Organization are also invited

Signed:

PERMANENT SECRETARY

