#### **BRASS LNG LIMITED**

## NNPC/Conocophilips/Eni/Total

Invitation for Pre-Qualification- (PQ/SPC/1778/11 For Spare Parts Coordinators Services Contract for the Proposed LNG Plant at BRASS Island, Bayelsa State, Nigeria

### Introduction

Brass LNG Limited intends to award a Spare Parts Information Services Contract for its LNG Plant Project at Brass Island, in Bayelsa State. Nigeria.

Brass LNG therefore Invites only interested, suitable, reputable, qualified and experienced Spare Parts information Services Contractors and Consortiums having proven experience and resources in executing spare parts information systems with adequate resources in terms of manpower, equipment and finance to submit proposals for the prequalification of Contractors to tender for the following brief and indicative Scope of Work.

## Scope of Work

1. Spare Parts Information Services core work consists of collection checking, expediting and consolidation into a uniform computer database the spare parts information from multiple EPC Contracts according to specifications agreed with the Owner. These delivery specifications will include requirements to satisfy ISO Standard

15926.

- 2. Services include standardizing spare parts descriptions in accordance with Contractor's "best practices" and Owner requirements as well as assisting the Owner with consolidation of the recommended number of spares required to be ordered for a single part across the information received from all EPC contractors.
- 3. Services also includes liaison with Other Contractor that will be retained to load the Plant Enterprise Asset Management/ Computerized Maintenance Management System to ensure correct mapping and understanding of the data collected information receipt will be managed by Purchase Order and information delivery managed by process

unit. Delivery will be unit by unit over time. Data loading into the Enterprise Asset Manager e g Maximo, SAP/PM.

etc., must be complete by Ready For Fuel into support Commissioning activities.

Services also include reports/specifications to be used for ordering initial Operating spare parts, but not the

ordering of the parts themselves. Collection of data will be electronic and at the level of individual data items (names, properties) as well as scanned or other electronic documents. Contractor must provide and manage a secure portal or

web site to receive the information input by Other Contractors. References from data items to electronic documents will need to be collected and verified. Contractor will also have to monitor the progress of spare parts database input

by other contractors. The electronic documents collected will be associated primarily with spare parts but some

of the document references will require remote access to repositories at the EPC contractors who collected them or

an equivalent arrangement. Frequent bilateral exchange of information with EPC Contractors' systems is likely to

be required.

**Key Parameters – estimated totel tags** 

Mechanical Equipment: 2000 tags;

Electrical: 500 tags

Instrumentation: 24,000 tags (excluding soft tags)

Valves, PSV's, Specialties: 15,000 tags

Licensing, Permits and HSE

Contractor shall have the necessary permits, licences, and accreditations to perform the Work.

Contractor shall provide appropriately qualified field supervisors, Meld engineers, laboratory supervisors, and

technicians to perform the work and have appropriate Nigerian licenses and qualifications.

The Contractor shall be responsible for applying, obtaining and maintaining all required licensing, authorizations, registrations and permits that may be required under the prevailing laws of Nigeria for the

performance of these services.

4. Contractor shall comply with al! applicable health, safety and environmental laws and will be solely responsible for initiating maintaining and supervising all HSE precautions and programs in line with the projects HSE Policy Project Construction, Environmental Control Plan, and EIA.

## **Pre-Qualification Requirements**

To pre-qualify, it is mandatory that interested Contractors, Consortiums & Subsidiaries must provide the following required information and supporting documents for itself, its affiliates, partners, holding company, etc, and in case of a Consortium for each of the members in the same manner and sequence as listed below.

Failure to provide any of the requested information will disqualify the applicant.

### 1. Company Profile

Ownership Form, Structure – sole contractor /consortium/ with Parent company as subsidiary/ partners, affiliates, giving name and details.

Organization structure, charts, with list of key management and technical personnel, giving names, position, qualifications, experience age, role, nationality with CVs for Contractor and each participating member, parent holding, partners, affiliates, etc. If not a sole contractor then provide structure, charts, list of key management & technical personnel, giving names, position, experience, qualifications, age responsibility with CV's required for the management of the consortium/JV/partnership, etc. Contact person's name, position and contact details. Signed Agreement/ MOU between me members specifying management structure and work responsibility.

Any literature, brochures, etc

### 2. Certificates and Registrations

Current copies of Certificate of incorporation, Registration in Nigeria, Department of Petroleum Resources (DPR) Permit, Pay As You Earn (PAYE), Value Added Tax (VAT), Business Permit and Income Tax Clearance (ITC) Certificate, for last three (3) years, Memorandum of articles and association.

#### 3. Accounts and Insurance Records

Audited accounts and balance sheets for last three (3) years, Financial ratios to assess liquidity, profitability, e.g. current, asset turnover, debt/equity, turnover, etc., Fixed assets certified list & values, Bankers in Nigeria and Overseas, Bank reference letters giving limits, and Insurance Policies- list giving type, coverage, value, term & premium.

## 4. Resources

List with evidence of Contractor's owned resources covering Manpower (permanent contract staff) list giving name, position, qualification, age. experience, scope of work, aid nationality. Equipment list giving type, make, specifications, year function, location with ownership proof.

Infrastructure offices, logistics, warehousing, list with evidence giving location, size in sq ft, facilities and capabilities. Major sub-vendors -list with names, address, contact -person, field of activity/executed contracts with value and duration.

### 5. Past Work Experience

List with evidence of Contractor's and Consortium's past Spare Parts Information Services, contracts work experience during the last ten (10) years in Nigeria and Overseas giving brief scope of work, client name, work site, contract award value, contract duration, final contract value, actual complete date & duration, Project Managers name and contact details for:

All Spare Parts Information Services projects completed (attach completion certificate),

All similar projects completed

Maximum value Spare Parts Information Services contract completed

Experience providing portal or website receipt and distribute of spare parts data in electronic format.

In the above project list, indicate where ISO 15926 compatibility was specified and provide details of the compatibility requirements that were delivered.

### 6. Current Workload

List with evidence of Contractor/ Consortium ongoing and future projects (2010-2012) in Nigeria and Overseas giving brief Scope of work, client name, work site, contract award value, contract duration, percentage completion supported by milestone completion certificates, Project Manager's name & contact details. Graphical presentation showing availability of equipment finance and manpower, for executing this Work between 2011 -2015.

### 7. Procurement

Procurement Policy and Procedures,

Plan and Organization structure used in a major Spare Parts

**Information Services Contract** 

# 8. Hearth. Safety and Environment

Standard written HSE Policy and HSE-related Policies, description of current HSE MS and HSE procedures list, summary of the HSE performances (statistics) over the last 3 years (e.g. fatalities.. LTIF, TRIR, recordable incidents, number of worked hours, lost workdays, etc) & experiences for the last (3) years.

# 9. QA/QC

Policies Standards & Program used for subcontractors, material & services in a major Spare Parts Information Services Contract.

### 10. Planning, Cost & Documentation Control

Standard Policies. Procedures, for project, cost and documentation control used in major Spare Parts Information Services Contract

# 11. Community Relations

Policy and organization structure used in largest Spare Parts Information Services Contract for handling community related issues. Past experience with communities in the Niger Delta Region, List of community development projects completed and in progress Including brief scope of work, client, location, value and duration.

### 12. Nigerian Content

Consistent with the Nigerian Oil and Gas Industry Content Development BIB, 2010 and the Nigerian Government directives on Nigerian Content, Brass LJMG Ltd is committed to provide maximum opportunities for Nigerian capacity utilization and development of in-country expertise.

Therefore, Brass LNG expects Contractors and Consortiums to fully comply with the Nigerian Government directives on Nigerian Content including in-country domiciliation of all personnel, supporting activities as well as locating both the PMT and Procurement Centres in-country and carrying out in-country scope. Contractor shall provide a plan and strategy showing commitment to meeting the Nigerian Content targets and how the contractor intends to perform the work consistent with the Nigerian Government directives,.

Major companies and consortiums that possess adequate experience & resources and include Nigerian Companies in their execution strategy and are committed to complying with Nigerian content requirement for this scope of work will have an advantage.

Foreign Companies/Consortiums must indicate their Nigerian partners /affiliates and evidence readiness to fully comply with the Governments directives on Nigerian Content They must also be ready to demonstrate how they intend to perform the work with increasing Nigerian Content.

Contractors and Consortiums that are structured simply as agencies or representatives will be excluded.

Responses must include the following:

 List of works sub-contracted to Nigeria contractors and suppliers, in the last three (3) years for Spare Services Contracts giving names, LGA, work site location, client's name, contract description, contract value, brief scope of work: duration, and percentage of total contract value,  Nigerian manpower hired giving number, percentage and value during the contract period in the most recent major Spare Parts Information Services Contract.

Plan and strategy utilized in maximizing Nigerian Content in most recent major Spare Parts Information Services Contract, -Proposal for achieving Nigerian Content in this contract.

13. Any additional information that will enhance Contractor's / Consortium's prospect for pre-qualifications.

In case of Consortiums, the above requirements are to be furnished for each and every member demonstrating joint and several liabilities to perform.

Failure to provide any of the requested information and documents will disqualify the applicant Please note that Contractors/ Consortiums will be evaluated for the completeness and quality of the information presented with supporting documents, demonstrating their technical, financial and managerial capabilities in executing the entire and not part of the scope of work.

Pre-qualification proposals should be submitted in three (3) sets of hardcopy plus two (2) sets of CD-Rom Each set must be properly indexed, separated and arranged into the 13 sections, in the serial order as indicated above and submitted in a sealed envelope printed show the following:

Confidential -BRASS LNG

PPQ/UO/XXX/o6Q/UO/XX/o6

**Pre-qualification for Spare Parts Coordinator Services Contract** 

Name of Contractor or Consortium

Pre-qualification documents must be submitted on or before 3.00pm 11<sup>th</sup> July 2011 at the following address:

**EPC Contracts & Procurement Manager** 

Brass LNG Limited
Plot 1680 Sanusi Fatunwa Street
Victoria Island
Lagos, Nigeria.
Late submissions of the proposals will not be considered under any circumstances.
Please Note
This advertisement is not an "invitation for prequalification" and must not be construed as a commitment on part of Brass LNG Ltd nor shall it entitle potential tenderers to make aby claims whatsoever and/or seek any indemnity from Brass LNG Ltd and/or any of its shareholders by virtue of such potential tenderers having responded to this advertisement.
Notwithstanding submission of the pre-qualification information, Brass LNG Ltd is neither committed nor obliged to include Company on any bid list or bear any expenses related to the preparation and submission of the pre-qualification documents or to award any form of contract to your Company and/or associated Company Consortium, Subcontractors or Agents.
Only short-listed Contractors and Consortiums having similar past experience, adequate equipment and financial, manpower, technical capabilities and resources will be invited to participate in further activities leading to tender stage.
Full tendering procedure will be provided only to the pre-qualified companies. In addition to the review of the proposals, team visits to facilities, safety, technical and financial audits may be conducted.
Brass LNG will only deal with authorized officers (with Power of Attorney) of the pre-qualifying & tendering

Brass LNG will not enter into correspondence with any Contractor company or individual on why it was short-listed

companies and NOT through individuals or agents.

or not short-listed.