

Pipelines and Products Marketing Company Limited

(A Subsidiary of NNPC)

Block C, NNPC Towers, Herbert Macaulay Way, P.M.B. 190, Garki-Abuja, Nigeria

WET LEASING OF STAFF BUSES AND HILUX PICK-UP INVITATION TO BID

(1.0) Introduction

The Pipelines and Products Marketing Company Limited (A subsidiary of NNPC) with the responsibility for the supply and distribution of petroleum products and maintenance of the oil pipelines wishes to invite interested, competent and experienced Contractors/reputable Companies to submit applications for pre-qualification and bid.

(2.0) Scope of Work

The scope of work includes but not limited to the following listed items.

- (i) Wet lease (fuelling, maintenance and other allied works) of 30 sitter air-conditioned Toyota Coaster Buses to take staff to and from office during the working days and every other services that may be required of the Service Provider.
- (ii) Wet lease (fuelling, maintenance and other allied works) of 18 sitter air-conditioned Toyota Hiace Buses to take staff to and from office during the working days and every other services that may be required of the Service Provider.
- (iii) Wet lease (fuelling, maintenance and other allied works) of Double cabin, air-conditioned Toyota Hilux Four wheel drive (4×4) Pick-up. For use at the operation area, Pipelines Right of Way and every other service that may be required of the Service Provider.
- (iv) The price commercial should be for a period of two (2) years (24 calendar months) at the first instance.
- (v) Priced commercial of only bidders who made the minimum threshold of Technical & Unpriced Commercial bid would be considered to progress further.

(3.0) Eligibility Criteria

NNPC in compliance with the provision of the Public Procurement Act, 2007 request interested Companies to submit the details listed hereunder. Prospective bidders are required to also submit the following documents as proof of their financial and professional capability and eligibility.

- (a) Evidence of Company registration with Corporate Affairs Commission (CAC)
- (b) Evidence of registration with NNPC using the new guidelines for the registration of Contractors, Vendors and Suppliers with NNPC.
- (c) Evidence of Tax Clearance Certificate for the past three (3) years ending December, 2015.
- (d) Evidence of Certificate of Compliance with Pension Reform Act 2004 Issued by PENCOM.
- (e) Evidence of VAT registration certificate/remittance to FIRS for the last three (3) years.
- (f) Detailed Profile of the Company which includes Nigeria shareholding, its organizational structure, board of directors and ownership and available workforce as well as CVs of key operations personnel should be submitted
- (g) Company's audited account for at least three (3) years, which includes last three (3) years audited financial statements bearing stamp & seal of the Audit firm (i.e. 2012, 2013, 2014)
- (h) Evidence of financial capability to execute the contract (Attach Bank Reference Letter and last (6) months Company's Bank Statement of Account.)
- (i) Verifiable evidence of contracts of similar nature and complexity executed in the last four (4) years (Letter of award with interim, completion or payment certificate required.)
- (j) The safety standard, showing loss time accident, i.e.
- (i) Evidence of QA/QC Policy / Quality Assurance Certificates and quality management system in place including proposed plan for this service.
- (ii) Evidence of adherence to QSHE norms in line with the standard operating practice in the industry.
- (iii) Evidence of current registration with ITF.
- (iv) Any additional information that would enhance the potentials of the company.

(4.0) Unpriced Commercial

- (a) The validity of this offer is 90 days from date of closing of Tender.
- (b) Payments shall be by monthly invoicing

- (c) Payment of approved invoice shall be within 45 days on receipt of approved invoice
- (d) All prices shall deem included all Taxes: VAT, WHT, etc.

(5.0) Priced Commercial

The Bill of Quantities for each package and location are as stated in the Table below:

1 PPMC Headquarter and HQ Annex Lagos/Mosimi Staff Buses

S/N	Lot No	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
1	Lot 1a	HQ Abuja	30 sitter air- conditioned Toyota Coaster Buses	08 units			
2	b	HQ Annex, Lagos/Mosimi	30 sitter air- conditioned Toyota Coaster Buses	04 units			

2 Port-Harcourt Area Staff Buses

S/N	Lot No	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
1	Lot 2a	Port- Harcourt Area Office	30 sitter air- conditioned Toyota Coaster Buses	04 units			
2	b	Port- Harcourt Area Office	18 sitter air- conditioned Toyota Coaster Buses	01 units			
3	c	Calabar Depot	30 sitter air- conditioned Toyota Coaster Buses	01 units			

4	d	Calabar Depot	18 sitter air-conditioned Toyota Hiace	01 unit
5	e	Makurdi Depot	30 sitter air-conditioned Toyota Coaster Buses	01 unit
6	f	Makurdi Depot	30 sitter air-conditioned Toyota Hiace	01 unit
7	g	Enugu Depot	30 sitter air-conditioned Toyota Coaster Buses	01 unit
8	h	Enugu Depot	30 sitter air-conditioned Toyota Hiace	01 unit
9	i	Aba Depot	30 sitter air-conditioned Toyota Coaster Buses	02 units

2B Port-Harcourt Area- 8 No Toyota Hilux Vehicles

S/N	Lot No 3.	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
1		Calabar Depot	Calabar Jetty-Depot	1			
2		P/H Area Office	Bonny-PHRC	1			
3		Aba Depot	PHC- Aba -Enugu	2			
4		Enugu Depot	Enugu – Makurdi	2			
5		Makurdi Depot	Makurdi – Yola (River Taraba)	2			

3 Kaduna Area Staff Buses

S/N	Lot No	Location	Job Description	Qty	Rate Per	Rate Per	Rate Per
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				Unit (N)	Month (N)	Year (N)
1	a	Kaduna Area Office	30 sitter air-conditioned Toyota Coaster Buses	02 units		
2	b	Kaduna Area Office	18 sitter air-conditioned Toyota Hiace	02 units		
3	c	Kaduna Depot	30 sitter air-conditioned Toyota Coaster Buses	01 units		
4	d	Sarkin Pawa	18 sitter air-conditioned Toyota Hiace	02 units		
5	e	Kaduna Depot	30 sitter air-conditioned Toyota Coaster Buses	01 units		
6	f	Minna Depot	30 sitter air-conditioned Toyota Coaster Buses	01 units		
7	g	Minna Depot	18 sitter air-conditioned Toyota Hiace	01 units		
8	h	Gusau Depot	30 sitter air-conditioned Toyota Coaster Buses	01 units		
9	i	Suleja Depot	18 sitter air-conditioned Toyota Hiace	01 units		
10	j	Suleja Depot	18 sitter air-conditioned Toyota Hiace	01 units		

11	k	Zaria Pump Station	30 sitter air-conditioned Toyota Hiace	01 units
12	i	Abaji Pump – station	18 sitter air-conditioned Toyota Hiace	01 units

3B Kaduna Area – 9 No Toyota Hilux Vehicles

S/N	Lot No 3.	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
	m	Kaduna Area Office	Kaduna – Zonkwa	2			
	n	Zaria Pump Station	Kaduna – Zaria – Kano	2			
	o	Sarkin Pawa Pump Station	Sarkin Pawa- Kaduna Zaria – Gusau	2			
	p	Suleja Depot	Izom- Suleja- Sarkin Pawa	2			
	q	Minna Depot	Minna-Suleja	1			
	r	Abaji Pump Station	Lokoja-Abaji Izom	1			

4 Mosimi Area Staff Buses

S/N	Lot No 4.	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
1	Lot a	Mosimi Area Office	30 sitter air-conditioned Toyota Coaster Buses	04 unit			

			Double Cabin, 4×4 Air-conditioned	01
2	b	Mosimi Depot	Toyota Hilux Pick up	unit
			30 sitter air- conditioned Toyota	01
3	c	LPG Apapa	Coaster Buses	unit
			Double Cabin, 4×4 Air-conditioned	01
4	d	LPG Apapa	Toyota Hilux Pick up	unit
			30 sitter air- conditioned Toyota	02
5	e	Atlas-Cove Depot	Coaster Buses	unit
			30 sitter air- conditioned Toyota	01
6	f	Ibadan Depot	Coaster Buses	unit
			30 sitter air- conditioned Toyota	01
7	g	Ilorin Depot	Coaster Buses	unit
			30 sitter air- conditioned Toyota	01
8	h	Ore Depot	Coaster Buses	unit
			30 sitter air- conditioned Toyota	01
9	i	Satellite Depot	Coaster Buses	unit

4B Mosimi Area -8 No Toyota Hilux Vehicles

S/N	Lot No 4.	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
			Mosimi-Ore				
	Lot j	Mosimi Depot		1			

		Mosimi Area		
k		Office	Ijegun-Mosimi Ore- Mosimi	1
i		Ore Depot		1
		Atlas-Cove		
m		Depot	Atlas-cove- Ijegun Ijegun-Idimu- Ejigbo	1
n		Satellite Depot		1
			Ibadan-Mosimi-Ibadan	
o		Ibadan Depot		2
P		Ilorin Depot	Ilorin – Ibadan	1
				8
				Nos.

5 Gombe Area Staff Bus

S/N	Lot No 5.	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
1	Lot a	Gombe Area Office	18 sitter air- conditioned Toyota Hiace	01 unit			
2	b	Gombe Depot	18 sitter air- conditioned Toyota Hiace	01 unit			
3	c	Maiduguri Depot	18 sitter air- conditioned Toyota Hiace	01 unit			
4	d	Biu Pump Station	18 sitter air- conditioned Toyota Hiace	01 unit			

5	e	Jos Depot	18 sitter air- conditioned Toyota Hiace	01 unit
6	f	Yola Depot	18 sitter air- conditioned Toyota Hiace	01 unit

5B Gombe Area -8 No Toyota Hilux Vehicles

S/N	Lot No	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
			River Taraba-Yola				
	g	Yola Depot		2			
		Maiduguri Depot (1)					
		Biu- P/Station (1)					
		Gombe Depot/Area	Bauchi-Gombe- Biu- Maiduguri	4			
	h	Office (2)	Kaduna (Zonkwa) – Jos- (Bauchi) – Gombe	2			
	i	Jos Depot					

6 Warri Area Staff Buses

S/N	Lot No	Location	Job Description	Qty	Rate Per Unit (N)	Rate Per Month (N)	Rate Per Year (N)
1	Lot 6 a	Warri Area Office	30 sitter air- conditioned Toyota Coaster Buses	02 units			

2	b	Warri Area Office	18 sitter air-conditioned Toyota Hiace	02 units
3	c	Warri Depot	30 sitter air-conditioned Toyota Coaster Buses	02 units
4	d	Benin Depot	18 sitter air-conditioned Toyota Hiace	02 units
5	e	Abudu Pump-Station	18 sitter air-conditioned Toyota Hiace	01 unit
6	f	Lokoja Pump Station	18 sitter air-conditioned Toyota Hiace	01 unit
7	g	Auchi Pump-Station	18 sitter air-conditioned Toyota Hiace	01 unit
8	h	Escravos Terminal	18 sitter air-conditioned Toyota Hiace	01 unit
6B Warri Area -5No Toyota Hilux Vehicles				
	a	Auchi Pump Station	Abudu-Auchi-Lokoja Warri-Abudu	2
1	b	Warri Area Office	Warri -Benin	2
	c	Benin Depot	Benin-Ore	1

(6.0) Submission of Bid

(i) The Pre-qualification and Tender documents should be arranged in the order listed above, enclosed and sealed and should be clearly marked “Lot 1,2, or 3 for the Wet Leasing of Coaster and Hiace Buses for use as staff buses” as the case may be, at the top left hand corner of the envelope.

(ii) Bidders are required to submit two (2 + 1 Electronic) copies each of the following;

(a) Technical bid

(b) Priced Commercial bid (all items under 5.0)

a & b in separate package clearly marked, their expression of interest containing correct area of core competencies/lots and addressed to the office of:

Supply Chain Management Department

Room 99,1st Floor,

Block D,

NNPC Towers,

Herbert Macaulay Way,

Central Business District,

Abuja.

(iii) To qualify for multiple numbers of lots in a package for which tenders are invited in the Invitation for Tenders, The Tenderers shall demonstrate having resources and experience sufficient to meet the aggregate of the qualifying criteria for the individual lots.

(7.0) Submission Closing and Opening Date of Bid and Time

Closing date for the submission of application is the **13th June, 2016 by 12.00 noon**. Bids will be opened immediately after the closing date and Time at the

Supply Chain Management Department

Room 99, 1st Floor,

Block D,

NNPC Towers,

**Herbert Macaulay Way,
Central Business District,
Abuja.**

(8.0) Important Notice

- (i) This publication is for information purposes only, and not an outright offer.
- (ii) PPMC (NNPC) will not be responsible for any cost or expenses incurred by any interested party(ies) in connection with the bid.
- (iii) NNPC is at liberty to award the contract, respective package in total a, b, c, etc., or singly.

Signed: Management