

Nigerian National Petroleum Corporation

NNPC Towers, Herbert Macaulay Way, Central Business District,

P.M.B. 190, Garki, Abuja – Nigeria.

Invitation to Bid for the Provision of Internet Services at NNPC Corporate Headquarters, Abuja

(1.0) Introduction

The Nigerian National Petroleum Corporation (NNPC) invites interested competent and reputable Tier-1 Internet Service Providers to submit bids for the Provision of Internet Services at NNPC Corporate Headquarters, Abuja.

(2.0) Scope of Work

The scope of the Provision of Internet Services at NNPC Corporate Headquarters shall cover, but not limited to the following:

- (a) Required Service: The proposed implementation shall be entirely service based; the bidder is expected to own and provide the required high capacity internet link via Dual Redundant Microwave Radio to the NNPC CHQ, Abuja and also procure appropriate termination points at the network edge of the location
- (b) Required Bandwidth: Provision of a dedicated 1 x STM1 (155Mbps) internet bandwidth capacity
- (c) Network Integration: Integration of the service to NNPC edge devices to ensure utilization
- (d) Required Availability: The minimum required availability is 99.5% 24x7 for the duration of the service. Checks for compliance will be done at the discretion of NNPC and penalties will be as contained in a Service Level Agreement to be adopted
- (e) Maintenance Service: Maintenance of equipment deployed at NNPC CHQ as part of this services for the duration of the contract
- (f) Duration: The service shall be provided for an initial period of twelve (12) months, renewable for a further twelve (12) months on confirmation that services were effectively delivered throughout the initial period

(g) Network Management: The bidder shall provide appropriate management and reporting interface to NNPC on a 24x7x365 basis to enable tracking of bandwidth usage patterns. Tools to be provided in this regards must be clearly stated in the bidder's technical submission

(h) Documentation: The bidder shall be responsible for preparing documentations relating to the provided services and shall present same to NNPC.

(3.0) Requirements

To satisfy conditions to submit a bid for the Provision of Secondary/Backup Internet Services at NNPC Corporate Headquarters companies shall show proof of the following

(a) Full detailed Company profile with CAC certificates of incorporation in Nigeria; certified true copies of memorandum and article of Association of the company and CAC form C02 and C07 (particular of directors)

(b) Company Tax Clearance Certificate for the last Three (3) years (2012, 2013 and 2014)

(c) Evidence of VAT Registration and Remittance.

(d) Evidence of compliance with part iv, 16(d) of the Public procurement Act 2007 as it relates to PENSION (certificate or exemption from PENCOM) and section 1(2) Pension Reform Act 2004.

(e) Evidence of Compliance with the Training Fund (ITF) Amendment Act 2011 by inclusion of copy of Compliance Certificate from the Industrial Training Fund.

(f) Audited Account for the past Three (3) years (2012, 2013 and 2014)

(g) Nigerian Content plan that demonstrates full utilization of Nigerian Labour and Services with detailed description of roles, work scope and man-hours in order to achieve minimum targets as set out in the recruitment of the MOFICD Act 2010.

(h) Current and in place organizational structure with detailed experience and skills of the management personnel with names. Provide evidence (personnel list and position organization chart) percentage of management that are Nigerian National and the percentage of the total workforce that are Nigerians.

(i) Detailed past/present commitment to staff training and development of Nigerian Personnel.

(j) Evidence of financial capability/Bank Reference.

(k) Evidence of relevant verifiable work experience of similar service in Nigeria over the past five years.

Please attach reference letter.

(l) List of verifiable similar services detailing companies that the service was rendered to. Company contact address (Not P.O Box), functional phone numbers and e-mail address.

(m) Proof and evidence of Tier-1 Internet Service Provider status

(n) Confirm willingness to commence with the execution of the service on the basis of a letter of intent (LOI)

(o) Company's CASHES and QA/QC Policy and details of safety recovery for accidents, incidents, injuries and damages for the past three (3) years e.g. Lost time Incident, and Down-Time etc.

(p) Any additional Information that will enhance the potential of the company. (q) The required internet capacity will complement existing internet and enterprise inter connectivity services in the NNPC CHQ, hence providers of these services to NNPC CHQ are exempt from this exercise

(4.0) Submission of Documents/Closing Date

Bidders are advised to pick the detailed and comprehensive bid document from the address below

**The Secretary,
E&T Dexcom Tenders Board
Block D, 1st Floor, Room 45B,
NNPC Towers,
Herbert Macaulay Way,
Central Business District,
Abuja**

Or download same from the NNPC website: www.nnpcgroup.com

All completed bids should be submitted in two (2) separate envelopes marked Technical, and Commercial respectively. Each of these should consist of one (1) original and one (1) copy duly signed by the bidder's executive representative.

Proposals should be submitted in sealed envelopes and clearly marked "Provision of Internet Services at NNPC Corporate Headquarters", addressed and returned to the address below **not later than 17th August 2015 at 4:00pm.**

**The Secretary,
E&T Dexcom Tenders Board
Block D, 1st Floor, Room 45B,
NNPC Towers,
Herbert Macaulay Way,
Central Business District,
Abuja**

(5.0) Important Information

- NNPC Reserves the right to accept or reject any application and shall not give any explanation.
- All costs incurred by your company as a result of this qualification exercise and any subsequent request for information shall be to your account.
- Your Company shall provide NNPC with letter of Authority to verify all claims made in your submissions.
- The bidder has added responsibilities to:

- Familiarize themselves with the works to be performed in accordance with the inquiry documents.

Familiarize themselves with the working conditions, applicable laws and regulations, labour conditions, environmental aspects and all other conditions that can affect timely delivery of required service.

- Visit and inspect the location earmarked for the “Provision of Secondary/Backup Internet Services at NNPC Corporate Headquarters” project in order to submit a firm and comprehensive proposal. This shall be done in liaison with any of the contact persons identified in section.
- Make his own arrangement and inquiries with regards to transportation of own staff and equipment.
- The welfare of bidder’s staff while in NNPC shall be the responsibility of the bidder.
- Ensure full HSE Compliance at all times during the Site Inspection.

Signed:

Management