

**Department of Petroleum Resources (DPR)**  
**7 Kofo Abayomi Street, Victoria Island, Lagos**

**Invitation to Tender and Expression of Interest (EOI)**

**(A) Introduction**

Interested and reputable Vendors, Contractors, Original Equipment Manufacturers (OEMs) and Service Providers are hereby invited to tender for both Technical and Financial Bids for the procurement of the following Goods, Works and Services in Compliance with Public Procurement Act 2007.

**(B) CLASSIFICATION OF PROJECTS**

<b>LOT</b>	<b>PROJECT</b>	<b>CLASSIFICATION</b>
Lot 1	Setting up and furnishing of Two (2) new offices in Edo & Niger States and relocation of existing Office from Aba to Umuahia.	Works
Lot 2	Complete renovation and upgrade of fire and gas protection systems in DPR Offices nationwide to ensure safety audit compliance.	Works
Lot 3	Procurement of Value Monitoring & Benchmarking (VMB) modeling and Data Bank Analytical System.	Services
Lot 4	Capacity building and skill acquisition on Value Monitoring & Benchmarking (VMB) Modeling and Data Bank Analytical System.	Services
Lot 5	Acquisition of engineering codes and standards for processing plants, pipelines and hydrocarbon measurements.	Services
Lot 6	Procurement, installation & configuration of check points & CISCO ISE to facilitate internet/network safety via cyber scanning & network User Identification.	Works
Lot 7	Implementation of the Downstream Memorandum of Understanding (DMOU) to ensure attached obligations are executed.	Services

Lot 8	Conferment of title to acreage awardees on blocks allocated.	Services
Lot 9	Procurement of annual subscription license for commodity pricing & vessel movement analysis.	Services
Lot 10	Upgrade, furnishing and equipping of two (2) floors at DPR Head Office building, 7, Kofo Abayomi Street Victoria Island, Lagos. The work items specified amongst others	Works
Lot 11	Electronic License & Permit System (ELPS) – Oil and Gas Industry Service Permit (OGISP) expansion and Re-launch of Petroleum Products Importation Permit System (PPIPS).	Services
Lot 12	Installation & deployment of Wide Area Network (WAN) at DPR Headquarters Lagos for real-time digital communication between Headquarters & Field Offices.	Works
Lot 13	Upgrade of Fiscal Payment Administration System (FISPAS) for royalties administration.	Services
Lot 14	Production of compendium on procedure guides, regulations and Oil & Gas laws from 1958.	Services
Lot 15	Consultancy on Site Location for the Petroleum Product Testing Laboratory at Abuja Zonal Office	Services

### **(C) QUALIFICATION CRITERIA AND REQUIREMENTS**

**The DPR in compliance with the provision of Public Procurement Act 2007 and Bureau of Public Procurement Guidelines request interested companies to submit the following documents as pre-requisite for assessment/consideration:**

- (i) Evidence of registration with Corporate Affairs Commission
- (ii) Certified true copies of Memorandum and Article of Association of company and CAC Form C02 and C07
- (iii) TAX clearance Certificate for the last three years 2013, 2014 and 2015 verifiable from the Federal Inland Revenue Service (FIRS)
- (iv) Evidence of Payment of Training Contributions to Industrial Training Fund

- (v) Evidence of VAT Registration Certificate with TIN Number and remittances
- (vi) Evidence of Registration with Bureau of Public Procurement as a Contractor
- (vii) Evidence of financial capability and support from a licensed commercial bank
- (viii) Company's profile including Technical qualification and experience of key professional staff and other resources
- (ix) Verifiable evidence of similar jobs executed in the recent past and knowledge of the Industry/Project
- (x) A Company's audited Accounts for 2013, 2014 and 2015 duly endorsed by Certified Accounting firm
- (xi) Evidence of Registration with relevant professional body or Certificate of Competence and qualification by appropriate regulatory agency
- (xii) List of relevant equipment owned
- (xiii) Name /e-mail address and phone number of contact person in Company Letter head
- (xiv) A letter authorizing the Department of Petroleum Resources to verify claims with relevant agencies or bodies
- (xv) Visit to Project site/office
- (xvi) A sworn affidavit confirming that all information presented and attached are true and correct of the Company and that none of the Directors has been convicted in any court of law for any criminal/financial offence or a staff of BPP or DPR
- (xvii) Evidence of OGISP registration (Oil & Gas Industrial Permit) where applicable
- (xviii) Evidence of Registration with Financial Reporting Council
- (xix) Evidence of compliance with Pension Fund Act for Registration/Remittances and
- (xx) Evidence of compliance with employee's Compensation Act showing remittance of 1 % of total annual emolument of their workers to Nigerian Social Insurance Trust Fund.

**(D) ADDITIONAL INFORMATION**

The advertisement shall not be considered as commitment on the part of the Department of Petroleum Resources nor shall it entitle potential companies to make any claims whatsoever or seek any indemnity from Department of Petroleum Resources by virtue of such Company having responded to this advertisement.

**(E) COLLECTION AND SUBMISSION OF TECHNICAL AND FINANCIAL PROPOSAL**

Tender document can be collected at the 9<sup>th</sup> floor of the Department Headquarters, Lagos. The Technical and Financial bids must be submitted in a sealed envelope separately marked at the top left hand corner and addressed to the Director, Department of Petroleum Resources, 7, Kofo Abayomi Street, 9th floor, Victoria Island, Lagos. Only companies with satisfactory Technical Proposals will be invited for the opening of Financial Proposals. Proposals and bids in the value of NGN100 Million and above for good, consultancy services/non-consultancy services and NGN300 Million and above for works must be accompanied by (a Bank Bid Security) of not more than 2% of bid sum. Bids for Expression of Interest (EOI) will be **opened on 22nd August, 2016 whereas other bids will be on 19<sup>th</sup> September, 2016 all at 2:00pm** in the presence of the bidders/representatives and other relevant statutory bodies in line with the provisions of the Public Procurement Act 2007 at the conference room of the Department.

For further enquiries on the Pre-qualification, contact:

**Tender Secretariat**

**Department of Petroleum Resources**

**7th .Floor, DPR Office Building, No 7,**

**Kofo Abayomi Street, Victoria Island, Lagos.**