

Overview

NIGERIAN PIPELINES AND STORAGE COMPANY LIMITED

(A Subsidiary of Nigerian National Petroleum Corporation)

RC 1345776

Block C NNPC Towers, Herbert Macaulay Way, Central Business District, P.M.B. 459, Garki,

INVITATION TO BID FOR THE PROVISION OF SECURITY SERVICES AT NIGERIAN PIPELINES AND STORAGE COMPANY LOCATIONS NATIONWIDE

(1.0) INTRODUCTION

The Nigerian Pipelines and Storage Company Ltd intends to engage the services of Third- Party Security Providers for the provision of Security Guards in their locations nationwide.

In this regard, Nigerian Pipelines and Storage Company Ltd hereby requests top-notch security companies with proven experience and capacity to submit their applications which shall be in English Language.

(2.0) SCOPE OF WORK

The Scope of Work shall include but not limited to the following:

(a) Provide security services twenty-four (24) hours daily, inclusive of Saturdays, Sundays, and all public holidays.

- (b) Provide security service by deploying adequately trained and well-disciplined personnel at NPSC facilities.
- (c) Conduct periodic discrete patrol to check personnel's conduct and compliance with standards of professionalism and NNPC Security Policy.
- (d) Prevent intrusion and sabotage of the facilities
- (e) Protect lives and property.
- (f) Ensure zero loss of items/equipment.

(2.1) LOTTING AND BID STRATEGY

- (a) The related NPSC facilities have been segmented as provided below.
- (b) Interested security firms are not allowed to bid for more than two (2) lots.
- (c) Where a bidder scored highest in the two (2) lots bided, such bidder cannot be awarded more than one (1) bid.
- (d) Bidders are to indicate lot(s) being applied for in their application letter.

The locations have been segmented as follows:

(a) WARRI AREA LOT I	(b) WARRI AREA LOT II	(c) MOSIMI AREA LOT I	(d) MOSIMI AREA LOT II
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(e) MOSIMI AREA LOT III	(f) MOSIMI AREA LOT IV	(g) KADUNA AREA LOT I	(h) KADUNA AREA LOT II
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(l) KADUNA AREA LOT III

(j) KADUNA AREA LOT IV

(k) GOMBE AREA LOT I

(1) GOMBE AREA LOT II

(m) PHC AREA LOT I

(n) PHC AREA LOT II

(o) PHC AREA LOT III

(p) NPSC HQ LOT I

(3.0) WHO MAY APPLY

(3.1) Reputable security companies with financial capability, technical experience and detailed understanding of guard force management in corporate environment and protection of key infrastructure.

(3.2) In case of a consortium partnership, both security firms must have experience in providing services as described in (3.1) above, and meet all other criteria stated herein and present a notarised legal documentation showing the agreed form of partnership.

(3.3) In the case of a consortium partnership as stated in (3.2) above, all partners to the consortium MUST submit individual supporting documents as listed in the expression of interest/pre-qualification criteria below.

(4.0) BID DOCUMENTATION REQUIREMENTS:

In accordance with the Public Procurement Act of 2007, extant laws and NNPC policies and guidelines, all interested bidders seeking to be considered must satisfy the requirements specified below:

(4.1) Full detail of company profile and a signed letter of application indicating interest on the company's letterhead paper bearing amongst others: telephone number, email address and company's full address addressed to NNPC.

(4.2) Evidence of Certificate of Incorporation issued by Corporate Affairs Commission (CAC), certified true copies of Memorandum and Articles of Association of the company, CAC form C02 and C07 (Particulars of Directors) for Nigerian companies and/or similar documents of incorporation for foreign companies, certified true copies of statutory documents indicating ownership structure of company, name(s) of major shareholders and percentage shareholding.

(4.3) Evidence of statutory tax payment for the years 2018, 2019 and 2020. For Nigerian companies, a certified true copy of the tax clearance certificate issued by the Federal Inland Revenue Services and expiring on 31st December, 2022.

(4.4) Valid License/Permit from the Nigerian Security & Civil Defence Corp (NSCDC) to operate as a private security/guarding company.

Each requirement as listed in Sections 4.2 -4.4 are deemed as mandatory and non-submission of such documentation will be considered as 'fatal flaw'.

(4.5) Evidence of compliance with the provisions of Industrial Training Fund (ITF) Amendment Act 2011 by inclusion of current copy of Compliance Certification from the Industrial Training Fund expiring on 31st December, 2022.

(4.6) Evidence of compliance with the Nigerian Social Insurance Trust Fund (NSITF) Act by inclusion of current copy of Compliance Certificate expiring on 31st December 2022.

(4.7) Evidence of compliance with PENCOM Reform Act 2004 by inclusion of valid Pension Clearance Certificate expiring on 31st December, 2022.

(4.8) Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 31st December, 2022 or valid Certificate issued by the BPP.

(4.9) Evidence of current relevant Department of Petroleum Resources (DPR) permit.

(4.10) Company's Community Affairs, Safety, Health, Environment & Security (CASHES) and Quality Assurance/Quality Control (QA/QC) Policy. Details of safety records for accidents, incidents, injuries and damages (lost time incident, down-time etc.) for the past three years (2019, 2020 and 2021).

(4.11) Evidence of three verifiable similar security services executed in the last five (5) years (2017 to 2022). Work progress photographs, Job Completion Certificates and performance report are required on each completed work or any other such evidences with full contact details (not P.O. Box), functional phone numbers and e-mail addresses.

(4.12) Audited Account for the past three (3) years (2018,2019 & 2020), which must be signed and bear the stamp of a reputable and verifiable audit firm with a demonstration of an average minimum turnover of N200million and a net worth of at least N100million for the financial years ending: 2018, 2019 and 2020 respectively.

(4.13) Reference letter from a credible banking institution indicating willingness to fund the contract if awarded.

(4.14) A sworn affidavit to support actions as follows:

- To allow NNPC verify all claims made in your submission.
- To allow NNPC verify that your organization is not in receivership, nor the subject of any form of insolvency or bankruptcy proceedings or the subject of any form of winding up petition or proceedings.
- To confirm that the company is not a replacement for a hitherto tax defrauding company.
- To confirm that your company does not have any Director who has been convicted in any country for a criminal offence relating to fraud or any financial impropriety, or criminal representation of falsification of facts relating to any matter.
- To confirm if any officer of the relevant committees of Nigerian National Petroleum Corporation or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder.
- To confirm that all information presented in its bid submission are true and correct in all particulars.
- To provide full names, contact addresses of current directors and beneficial owners, including their e-mail address, and telephone number.

(4.15) COMPLIANCE WITH THE NIGERIAN CONTENT ACT

Compliance with Nigerian Content Act shall be a major consideration in the selection of applicants. Interested applicants must submit a detailed Nigerian Content execution strategy to the satisfaction of the NCDMB, clearly setting out Nigerian Content commitments for subcontracting in the areas of:

(4.15.1) Current and in-place organizational structure with detailed experience and skills of key management personnel with names. Provide evidence (personnel list and position organizational chart).

(4.15.2) Nigerian Content plan that demonstrates full utilization of Nigerian labour and services with detailed description of role, work scope and man-hours in order to achieve minimum target as set out in the requirement of the NOGICD Act 2010.

(4.15.3) Current and in-place organizational structure detailing percentage of management that are Nigerian nationals and the percentage of the total workforce that are Nigerians.

(4.15.4) Detailed past/present commitment to staff training and development of Nigerian personnel (where applicable).

(5.0) SUBMISSION OF BID DOCUMENTS/CLOSING DATE

ALL BIDS MUST BE SUBMITTED ELECTRONICALLY ON THE NNPC/NipeX TENDER PORTAL

(5.1) To be eligible for this tender exercise, interested bidders are required to submit the following mandatory details as outlined below to SCMTenders@nipex.com.ng **on or before 12:00 noon, Thursday 3 February, 2022:**

(a) Company's name

(b) Company's full address

(c) Company's authorized contact person(s) name including

(d) Phone number

(e) Company's e-mail address

- Section 5.1 (a-e) above are a mandatory requirement to register your company for participation in this tender process in the NNPC/NipeX tender process portal.
- All interested bidders who do not provide the mandatory details as requested in Section 5.1 (a-e) above as at **12:00 noon Thursday, 3 February, 2022** will no longer have access to the NNPC/NIPEX Portal.
- Individual bidders would be duly notified on their registration in the NNPC/NIPEX tender portal.
- Thereafter, the ITT document will be sent to bidders through the NNPC/NipeX portal and the bidder would have access to make their submissions on the NNPC/NipeX Tender Portal.

- All documents should be submitted online through the electronic NNPC/NIPEX Tender Portal on or before **12:00 Noon on Thursday, 24 February, 2022** to: www.nipex-ng.com.
- All bids shall be opened virtually, following the deadline for bids submission at **12:00 Noon on Thursday, 24 February, 2022** using the NNPC Microsoft Teams.
- In case of any unscheduled holiday on the bid deadline date, the deadline for submission of bid will take place on the next working day. Accordingly, bid closing date/time will be extended to the next working day and time.

IMPORTANT INFORMATION

Bidders should acknowledge and accept, with respect to this tender, that:

- NNPC will only accept documents received electronically via the designated NipeX portal.
- Bids submitted in any other form shall not be accepted.
- Timely submission is the responsibility of the bidder.
- At the deadline of bids submission, bidders will no longer have access on the NipeX portal to submit their bid.
- The uploading of large electronic files may take time and as such, bidders must allow for sufficient time to fully transmit/upload all files prior to the bid closing time.
- All submissions must be in a readable PDF format. If the electronic files containing the tender documents are corrupted, contain a virus or are unreadable for any reason, NNPC reserves the right to reject the tender documents.
- NNPC may not discover corrupted or unreadable files submitted via the NipeX portal until after the tender submission deadline.
- NNPC is not responsible for errors or failures in the bidder's own systems, and no extension of the submission deadline or time will be granted.
- NNPC accepts no responsibility for bidder's misunderstanding of the instructions or incorrect usage of the NipeX portal system.
- All bidders who have submitted their mandatory details and registered on the NipeX portal and external observers shall be invited to attend a virtual bid opening session through Microsoft Teams on a date and time to be communicated.
- NNPC shall deal directly with only authorized officers of the interested companies and not through individuals or agents.
- All costs incurred by your company as a result of this invitation to tender exercise and any subsequent request for information shall be to their account.
- This Invitation to tender process and any related process neither creates any commitment by NNPC nor establishes any legal relationship.
- All information must be provided in English Language

- The detailed invitation to tender document will be accessed after registration on the NipeX platform.
- NNPC is not bound to pre-qualify any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act 2007.

This advertisement is also published on our website www.nnpcgroup.com

SIGNED:

NPSC MANAGEMENT