

NIGERIAN NATIONAL PETROLEUM CORPORATION (NNPC)

NIGERIAN PIPELINES AND STORAGE COMPANY (NPSC)

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

**PRE-QUALIFICATION OF CONTRACTORS THROUGH OPEN TENDER FOR
THE PROCUREMENT OF LUBRICANT-SAE40 ENGINE OIL FOR HEAVY DUTY
MACHINES IN NPSC LOCATIONS**

1.0 INTRODUCTION

The Nigerian Pipelines and Storage Company (NPSC) intends to Procure ENGINE OIL I (SAE40) for its operational Equipment Nationwide. In this regard, NPSC hereby requests suitably qualified, experienced and reputable prospective Contractors to submit their pre-qualification documentations, which shall be in English language.

2.0 BRIEF DESCRIPTION OF THE SCOPE OF WORK

The Procurement Contract scope of work shall cover but not limited to the, Production/Supply of SAE 40 ENGINE OIL. The SAE 40 Engine Oil is expected to be delivered at NPSC Area offices at Mosimi, Warri, Port Harcourt, Kaduna and Gombe Warehouses for a period of 2 years plus 1year optional extension.

In line with the above, the following shall form but not limited to the scope of work to be executed:

- 2.1 Production/Supply of Drums of Engine Oil to NPSC Area offices as listed below;
 - 2.1.1 Mosimi Area
 - 2.1.2 Warri Area
 - 2.1.3 Port Harcourt Area
 - 2.1.4 Kaduna Area
 - 2.1.5 Gombe Area
- 2.2 Drum Capacity 200 Liters per Drum
- 2.3 Package : packed in Plastic Drums
- 2.4 Shelf Life: To be stated by suppliers

3.0 PRE-QUALIFICATION REQUIREMENTS

Those interested in the pre-qualification process are required to submit comprehensive technical and financial information as follows:

- 3.1 Full details of company profile with Certificate of Incorporation in Nigeria, certified true copies of memorandum and article of Association of the company and CAC form C02 and C07 (Particulars of Directors)
- 3.2 Company Tax Clearance Certificate for the last three (3) years
- 3.3 Evidence of VAT registration and Remittance

3.4 Evidence of compliance with part IV, 16(6d) of the Public Procurement Act 2007 as it relates to PENSION (Certificate or exemption from PENCQM) and section 1(2) Pension Reform Act 2004.

3.5 Evidence of compliance with the Industrial Training Fund (ITF) Amendment Act 2011 by inclusion of copy of Compliance Certificate from the Industrial Training Fund (where applicable)

3.6 Audited Accounts for the past three (3) years

3.7 Nigerian content plan that demonstrate 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 requirements of the Nigeria Oil and Gas Industry Content Development (NOGICD) Bill, 2010. (where applicable)

3.8 Current in-place organizational structure with detailed experience and skill of key management personnel with names. Provide evidence (personnel list and position organizational chart) percentage of management that are Nigerian Nationals and the percentage of the total workforce that are Nigerians.

3.9 Detail past/present commitment to staff training and development of Nigerian personnel.

3.10 Evidence of financial capability/Bank reference.

3.11 Evidence of relevant verifiable experience on similar works in Nigeria over the past five (5) years. Please attach reference letters.

3.12 List of verifiable similar works detailing companies that the works were rendered to. Include company full contact details (Not P.O.Box), functional phone numbers and e-mail address.

3.13 Confirm willingness to commence with the execution of this work on the basis of a Letter of Intent (LOI).

3.14 Company's CASHES and QA/QC policy & details of safety records for accidents, three (3) years. E.g. lost time Incident, Down-Time, etc.

3.15 Copy of Company's registration certificate with Corporate Affairs Commission (CAC), and current Department of Petroleum Resources (DPR) permit.

3.16 Evidence of Contractor registration with NNPC or any of its subsidiaries.

3.17 NAFDAC Permit To Import/Produce Chemical Products

3.18 Presentation of Sample often (10) Litres

3.19 Product technical data sheets information

3.20 Standard Organization of Nigeria (SON) Certificate

3.21 Any additional information that will enhance the potentials of the company.

NOTE: Failure to meet any of 3.1 to 3.19 above is a "FATAL FLAW"

4.0 ADDITIONAL INFORMATION

4.1 This advertisement shall not be construed as commitment on the part of NPSC, nor shall it entitle potential firms to make any claims whatsoever; and/or seek any indemnity from NPSC by virtue of such firms having responded to this advertisement.

4.2 Response to this invitation does not oblige NPSC to consider a responding firm for pre-qualification.

4.3 All cost incurred as a result of this pre-qualification invitation and any subsequent request for information shall be to the responding firms accounts.

4.4 Your company shall provide NPSC with a letter of Authority to verify all claims made in your submission.

4.5 This advertisement is not an invitation to tender. Only companies adjudged qualified by NPSC under this pre – qualification procedure will be invited to participate in the competitive tender.

5. SUBMISSION OF PRE QUALIFICATION INFORMATION

The pre-qualification documents should be sealed and clearly marked: “**PRE-QUALIFICATION OF CONTRACTORS THROUGH OPEN TENDER FOR SUPPLY OF ENGINE OIL FOR NPSC OPERATIONS**“.

Prospective companies shall submit relevant documents for pre-qualification in ONE original plus TWO hard copies and two electronic copies (CD ROM) and Samples of the product to reach the address below **not later than 14th October, 2016**.

THE SECRETARY

NPSC TENDERS BOARD, NNPC,

BLOCK D, FIRST (1ST) FLOOR, ROOM 45B,

HERBERT MACAULAY,

NNPC TOWER, CENTRAL BUSINESS DISTRICT,

ABUJA, FCT.