

ADDAX PETROLEUM DEVELOPMENT (NIGERIA) LIMITED

RC No. 333615)

Advert For Technical Opportunity

Provision of Manpower Supply Services (TB-2911)

1. Introduction:

Addax Petroleum Development (Nigeria) Limited invites interested and pre-qualified

companies for this tender opportunity for the provision of manpower supply services required for the OMLs 123 and 124 work programme in accordance with the Scope of Work detailed below.

The contract is proposed to commence in January 2011 for three (3) years duration with an option to extend for one (1) year,

2. Scope of Work:

Contractor shall provide APD(N)L with high caliber Nigerian and Expatriate personnel on a call-off basis as well as general welfare facilities for these personnel who will cut across the following service areas of the Company:

- (a) Business Support Services
- (b) Facilities Engineering and Major Projects Technical/Support Services
- (c) Drilling Engineering Technical Services

This is a non-exclusive CONTRACT, and APD(N)L does not guarantee any minimum call-offs against this CONTRACT.

The Scope of Work will include but is not limited to:

- a) Identification and supply of competent Manpower in line with APD(N)L requirements, utilizing appropriate screening and matching methods to ensure that only suitably qualified personnel are recommended to APD(N)L in a timely fashion.
- b) Provision of mobilization, demobilization and in-country ground logistics (in case of expatriate manpower).
- c) Provision of appropriate expatriate quota, residency, work permit and visa rights for expatriate staff.

- d) Provision of suitable accommodation (optional) and medical arrangements based on staff assignments/status (expatriate staff).
- e) Ensuring that personnel hold valid statutory certificates, if appropriate
- f) Ensuring that contract staff conform in all matters with all matters with all enactments and regulations of the Nigerian Government and be familiar with and conform to all rules, procedures and policies of APD(N)L
- g) Ensuring prompt payment of contract staff salaries as per their contractual terms and conditions.

3. **Mandatory Requirement:**

3.1 To be eligible for this tender exercise, interested bidders are required to be pre-qualified in the Product Group 3.99.18: Manpower Supply, Temporary Staff Hiring Technical category in NipeX Joint Qualification System (NJQS) database. All successfully prequalified suppliers in this category by the bid close date will receive Invitation to Technical Tender (ITT).

- To determine if you are pre-qualified and view the product/service category you are listed for: Open www.nipexng.com and access NJQS with your log in details, click on 'continue Joint Qualification Scheme tool', click 'check my supplier status' and then click 'supplier product group'.
- If you are not listed in this product/service category, and you are registered with DPR to do business for this category, please contact NipeX office at 30, Oyinkan Jolayemi Street, Ikoyi Lagos with your DPR certificate as evidence for review and necessary update.

3.2 To initiate and complete the JQS prequalification process, access www.nipexng.com to download the application form, make necessary payments and contact NipeX office for further action.

4. **Nigerian Content Requirements**

As requested by the Nigerian Content, each Contractor will be required to:

Demonstrate that the entity proposed for execution of the service is a Nigerian Registered Company, or Nigerian Registered Company as the contracting entity in genuine alliance or joint venture with foreign company with details on scope and responsibilities of parties for this work. Such companies must show evidence of joint venture binding agreement duly signed by the CEO of both companies including evidence or plans of physical operational presence and set-up in Nigeria.

Plan to ensure that 75% of the spend is domiciled in Nigeria.

Furnish details of company ownership and share holding structure with photocopies of Forms CAC2andCAC7.

Provide evidence of what percentage of its key management positions are held by Nigerians and what percentage of the total work to be performed by Nigerian resources relative to total work volume.

Provide a Nigerian Content Plan with detailed description of the role, work scope, man-hours and responsibilities of all the Nigerian companies and personnel that will be involved in execution the work.

State proposed total scope of work to be conducted by Nigerian personnel (whether contracted directly or under subcontract agreements) with names and addresses including evidences of well equipped offices and workshop.

Provide detailed plan for staff training and developme