

## Overview

### **SHELL NIGERIA EXPLORATION AND PRODUCTION COMPANY LIMITED**

#### **TENDER OPPORTUNITY: PROVISION OF TECHNICAL DATA MANAGEMENT SERVICES FOR SNEPCO**

**NIPEX TENDER REF.: SNEPCO.00000200**

**TENDER NUMBER: CW527593**

#### **(1.0) INTRODUCTION**

**SHELL NIGERIA EXPLORATION AND PRODUCTION COMPANY LIMITED (SNEPCo)**, announces to interested and prequalified companies an upcoming tendering opportunity for the Provision of Technical Data Management Services for SNEPCo. The proposed contract will commence in Q2 2022 and remain active for two-year duration, followed by one-year extension option.

#### **(2.0) SCOPE OF WORK/SERVICE REQUIREMENTS**

The scope of work under the tender comprises the Provision of Technical Data Management Services for SNEPCo.

##### **Details of the scope include:**

- Annual review of Petroleum Documentation Readiness and support
- Physical Records Archive Management (SharePoint, SIRUS)
- Well data and information in corporate repositories (CDS, Recall, PetroBonk, TapeDb, EDM, Petrel, OpenWorks, MoReS, BHP)
- Provide support for oil data and document Development and Exploration directorates.

#### **TECHNICAL DATA MANAGEMENT SUPPORT/ SERVICES**

##### **(1) HYDROCARBON RESOURCE SUPPORT SERVICES**

- Provision of support for Venture Development Management (VDM) processes and ARPR support across development, exploration and wells.
- Delivery of key business improvement projects.

##### **(2) TECHNICAL DATA MANAGEMENT (TDM) SUPPORT SERVICES**

- Provision of Data gathering (Wells, Geology & Geophysics data) & loading into the appropriate local & corporate databases (CDS, RECALL, EDM, PETROBANK MDS), ensuring that correct data is uploaded, and retrieval is seamless.
- Support Data Quality Improvements projects & initiatives and support resolution of data quality issues in subsurface databases. Drive Emergency Response Organization Portal Data Compliance.
- Provision of Onsite Technical Data Management (TDM) support for geological, geophysical, petrophysical and Reservoir Engineering data management services.
- Provision, support & embedding of Documents and Records Management services, ensure data quality of documents in EP Catalogue, File Plan Management, SharePoint Workspace Management.
- Provision & support for all data and document management activities by working with subsurface & Wells teams to ensure that data is received in industry-standard formats and stored according to corporate DM policies (EP 16).

### **(3) TDM SUPERVISION/SUPPORT SERVICES (PROVISION OF SUBSURFACE TECHNICAL DATA MGT SERVICES)**

- Technical support involves the execution of basic technical data analysis used in the Upstream business related to the Technical Disciplines: Subsurface (Geology, Petrophysics, Reservoir Engineering, Production Technology and Geophysics), Wells Engineering and Production Engineering.
- Management of Corporate & Project data – includes raw/interpreted data retrieval and uploads of geophysical/geological/seismic, wells & reservoir, facilities/production data, etc to corporate data stores.
- Document Management: – retrieval, organizing and publishing of key business documents in the enterprise repositories

### **(4) SEISMIC INTERPRETATION /SUPPORT SERVICES**

- Provision of application support to Exploration & Geophysics user community in various deepwater projects.
- Provision of specialist advice to users and formal / informal introductory Training for Petrel, EDM and other SSW applications.
- Provision of first-line support for Geomatics, Well Engineering, Geology & Geological application support Services

**All services will be delivered by Nigerians and all spend is in Naira.**

### **(3.0) MANDATORY REQUIREMENTS**

- To be eligible for this tender exercise, interested contractors are required to be pre-qualified as essential service vendor in the NJQS Product Category:
- 3.11.08 – Data Management Services.

- To determine if you are pre-qualified and view the product/service category you are listed for: Open <http://vendors.nipex-ng.com> and access NJQS with your log in details. Click on Products/Services Status tab to view your status and product coded.
- If you are not listed in a product listed in a product/service category you are registered with DPR to do business, contact NipeX office at, 8/10 Bayo Kuku Street, Ikoyi Lagos with your DPR certificate as evidence for verification and necessary update.
- To initiate the JQS pre-qualification process, access [nipex-ng.com](http://nipex-ng.com), click on services tab followed by NJQS registration
- To be eligible, all tenders must comply with the Nigerian Content requirements in the NipeX system. Vendors are to demonstrate strict compliance with the provisions of Nigerian Oil & Gas Industry Content Development Act and also provide the following requirements

#### **(4.0) NIGERIAN CONTENT REQUIREMENTS**

Vendors are to demonstrate strict compliance with the provisions of Nigerian Oil and Gas Industry Content Development Act and also provide and also provide the following requirements:

- Demonstrate that the entity is a Nigerian registered company, provide details of its Ownership Structure. Submit certified true copies of CAC form (C02 and C07) including Memorandum and Article of Association including evidence of being registered on the NCDMB NOGIC JQS.
- Description of in-country committed infrastructure (technical office and administrative space) in Nigeria to support this contract.
- Provide evidence of what percentage of your key management positions is held by Nigerians and what percentage of the total work force are Nigerians. Also, show overall percentage of work to be performed in Nigeria and those by Nigerian resources relative to total work volume
- State proposed total scope of work to be conducted by Nigerian personnel (whether contracted directly or under subcontract agreements) with names and addresses.
- Tenderer shall comply with the latest approved version of NCDMB HCD guideline by committing (via a letter of undertaking) to providing Project-Specific training, man-hour, budget, skill development and understudy plan for Nigerian personnel utilizing OGTAN registered trainer(s) or other approved NCDMB training institution(s)
- Tenderer shall provide evidence of Category 1,2,3,4 or 5 Consultancy Services (CS) Nigerian content equipment certificate (NCEC)

#### **(5.0) CLOSING DATE**

Only tenderers who are pre-qualified in NJQS Product/Category

- 3.11.08 – **Data Management Services** as at **14 December 2021** being the advert close date shall be invited to submit combined Technical and Commercial bids.

## **(6.0) ADDITIONAL INFORMATION**

- All costs incurred in preparing and processing NJQS prequalification shall be to the contractor's accounts.
- This advertisement shall neither be construed as any form of commitment on the part of SNEPCo to award any contract to any company and or associated companies, sub-contractors or agents, nor shall it entitle prequalified companies to make any claims whatsoever, and/or seek any indemnity from SNEPCo and or any of its partners by virtue of such companies having been prequalified in NJQS.
- SNEPCo will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or Agents

ES/NCDMB/SNEPCo-ADV/UPD/230921/PROVISION OF TECHNICAL DATA  
MANAGEMENT SERVICES TO SNEPCo