

## Overview

### **NATIONAL PETROLEUM INVESTMENT MANAGEMENT SERVICES (NAPIMS)**

**(A Corporate Service Unit of Nigerian National Petroleum Corporation)**

### **TENDER OPPORTUNITY: PROVISION OF CONSULTANCY SERVICES (NAPIMS)**

#### **NipeX JOINT QUALIFICATION SYSTEM (NJQS)**

**TENDER NO: 1000005238**

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

National Petroleum Investment Management Services (NAPIMS) is the Investment Management arm of the Nigerian National Petroleum Corporation (NNPC), while Nigeria Petroleum Exchange (NipeX) is a Division of NAPIMS. NipeX's primary objective is to provide an electronic contracting platform for NNPC and its operating partners in the JV and PSC arrangement.

The NipeX system consists of two (2) complimentary web-based applications which facilitate Supplier selection and contract approval processes, namely the Joint Qualification System (JQS) and Electronic Marketplace (e-marketplace). The NipeX Joint Qualification System (NJQS) is designed to pre-qualify Suppliers registered in Nigeria, increase efficiency, transparency and instill integrity in the pre-qualification process of suppliers registered in the Nigerian Oil and Gas industry. The NJQS, therefore, was established with the following objectives:

- Streamline the procurement process;
- Enable Operators to select competent Suppliers;
- Develop competence and performance of Suppliers.

Given this strategic role, NipeX is expected to play in the upstream sector of the Nigerian Oil and Gas industry and its vision to become a world-class one-stop e-contracting platform, the provision of consultancy services being proposed herein is consistent with NJQS objectives.

#### **(2.0) SERVICES REQUIRED/SCOPE OF WORK:**

The scope of services involves the provision of consultancy services for NJQS which shall include, but not limited to the following:

- Registration and Prequalification of Suppliers through capability/ competence assessment
- Provide, maintain and integrate new processes and procedures for the management of the database.
- Update Suppliers' database on a continuous basis.
- Facilitate the registration of Suppliers.
- Conduct review and approval of questionnaire and desktop verification for accuracy and correctness.
- Conduct renewal audit of Suppliers.
- Conduct onsite evidence-based on NipeX established audit core module of Suppliers/Vendors competence and capabilities.
- Produce Supplier reports based on the result of the onsite evidence-based evaluation of competence and capabilities.
- Maintain a record of all its personnel and is fully responsible for any personnel it employs, including responsibility for any applicable statutory laws.
- Absolves NNPC of any responsibility for CONTRACTOR personnel.
- Responsible for comprehensive employee administration including the timely monthly payment of wages.
- Maintain accurate employment records and records of payments made to its personnel in full compliance with the law and all applicable regulations.
- Possess a fully-functional registered office equipped to administer and service its staff and their requirements.
- Ensure that its personnel is medically fit to carry out the work.
- Responsible for providing any training at its sole expense, and any as may be mandated by the Nigerian Authorities from time to time.
- Personnel shall possess requisite skills to fully perform the work as required by NNPC and manage the transition and/or redeployment of its personnel.
- Maintain all registration(s)/permission(s)/license(s) etc. which are/may be required for the provision of the Consultancy services including but not limited to DPR certificate, ITF Certificate, PENCOS Certificate. etc.

### **(3.0) CONTRACT STRATEGY:**

The strategy is to have a double envelope via an open competitive bidding process to any company registered in Nigeria.

The invitation to tender (ITT) shall be advertised on the NipeX portal. Interested Nigerian registered Companies are expected to be prequalified on the NJQS database with the code 3.02.01 – Quality Assurance QA/QC Consultancy and must have a “LIVE” status on or before the close of the tender advertisement.

The tendering process is going to be sole via NipeX portal.

### **(4.0) MANDATORY REQUIREMENTS:**

- To be eligible for this tender exercise, interested Companies are required to be pre-qualified and LIVE in the Product/Services categories 3.02.01 – Quality Assurance QA/QC Consultancy in the NipeX Joint Qualification System (NJQS) database.
- All pre-qualified suppliers that are LIVE as of the advert closure date in this category will receive the Invitation to Tender (ITT) document.
- To determine if you are pre-qualified and view the products/services category you are listed for: Open <http://vendors.nipexiqs.com> and access NJQS with your log-in details. Click on the products/services status tab to view your status and product codes.
- If you are not listed in a Product/Service category and you are registered with DPR to do business, contact NipeX office at No. 8 Bayo Kuku Road, Ikoyi, Lagos with the requirements for the prequalification process.
- To initiate the JQS pre-qualification process, access [www.nipex-ng.com](http://www.nipex-ng.com), click on the services tab followed by NJQS registration.
- To be eligible, all tenderers must comply with the Nigerian Content requirements in the NipeX system.

#### **(5.0) NIGERIAN CONTENT DEVELOPMENT:**

NNPC is committed to the development of the Nigerian Oil and Gas business in line with the Nigerian Oil and Gas Industry Content Development Act 2010 (NOGICD Act) enacted by the Federal Government of Nigeria in April 2010.

Pursuant to the enactment of the NOGICD Act, the minimum Nigerian Content in any Project, Service or Product specification to be executed in the Nigerian Oil and Gas Industry shall be consistent with the level set in the schedule of the Act and any other target as may be directed by the Nigerian Content Development and Monitoring Board (NCDMB).

Contractors shall comply with the provisions of the NOGICD Act and all applicable regulations. Bidders that do not meet the Nigerian Content criterion will not be allowed to participate in the next Tender Stage

The following are the Nigerian Content requirements bidders are expected to comply within their technical bid submission.

(A) Demonstrate that the entity is a Nigerian Registered Company, or a Nigerian Registered Company in genuine alliance or joint venture with a foreign company. Such a Joint venture agreement shall have clearly defined detail on the scope and responsibilities of parties for the work. The 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

(B) Furnish details of company ownership and shareholding structure. Also, submit clear photocopies of CAC Forms C02 and C07

(C) Provide evidence of the percentage of; (1) key management positions that are held by Nigerians and (2) total workforce that is Nigerians. Also, show the overall percentage of work to be performed by Nigerian resources relative to total work volume.

(D) Provide a Nigerian Content Plan with a detailed description of the role, work scope, man-hours, and responsibilities of all Nigerian companies and personnel that will be involved in executing the work. Also, provide details of Nigerian Content contact or manager.

(E) State proposed total scope of work to be performed by Nigerian personnel (whether contracted directly or under subcontract agreements) with names and addresses including evidence of well-equipped offices and workshop and previous work experience of such patronage.

(F) Specific to this project, provide a detailed plan for staff training and development on engineering, project management and procurement (including all software to be used, number of personnel, name of organization providing such training and evidence of past training record) for Nigerian personnel including description of any specific programs in place for transfer of technology and skills to indigenous businesses and Nigerians over the next five (5) years.

(G) Provide evidence of domiciliation of project management and procurement centers in Nigeria with physical addresses (not P.O. Box).

(H) Location of in-country facilities, (Equipment, storage, workshops, repair & maintenance facilities and, testing facilities).

(I) Contractor must be willing and able to provide evidence of maximization of made in Nigeria goods and services.

(J) Provide details on any other Nigerian Content initiative your company is involved in.

(K) Provide evidence of MOU with OGTAN registered trainer to conduct classroom module of training and on the job attachment.

(L) Provide human capacity building development plan including budget which must be minimum 10% of project man-hours or cost. Training will be targeted at developing capacity other than bidder's personnel. Trainees will be nominated from a database maintained by NCDMB and the services of OGTAN registered trainers utilized to cover classroom modules.

(M) Provide details equipment ownership (Evidence of 50% ownership shall be required for the Onshore EPCI scope).

(N) Bidders (Vendors, Original Equipment, Manufacturers-OEMs, and EPC Contractors) are required to present Nigerian Content Equipment Certificate (NCEC) issued by Nigerian Content Development and Monitoring Board (or evidence of application for the certificate) in respect of any components, spares, equipment, systems and packages to be used in the proposed project under tender.

#### **(6.0) CLOSING DATE:**

Only tenderers who are Prequalified and LIVE with NJQS Product/Category 3.02.01-Quality Assurance QA/QC Consultancy as at **3:00pm on 28 July, 2021** being the advert closing date shall be invited to submit Bids.

#### **(7.0) ADDITIONAL INFORMATION:**

- All costs incurred in preparing and processing NJQS prequalification and responding to this Tender Opportunity shall be to the Contractor's own account.
- This Advert shall neither be construed as any form of commitment on the part of NNPC/NAPIMS to award any contract to any Contractor and/or associated contractors, subcontractors or agents, nor shall it entitle Prequalified Contractors to make any claims whatsoever, and/or seek any indemnity from NNPC/NAPIMS by virtue of such Contractors having been prequalified in NJQS.
- The tendering process shall be undertaken in accordance with the NNPC contracting process in compliance with Public Procurement Act 2007.
- NNPC/NAPIMS will communicate only with authorised officers of the qualifying Companies at each stage of the Tender process, as necessary, and will NOT communicate through individual is or appointed Agents.
- Please note notwithstanding the pre-qualification in NipeX NJQS, NNPC/ NAPIMS is neither committed nor obliged to include your company on any bid list or to award any form of contract to your company and/or associated companies, sub-contractors or agents.
- Only pre-qualified companies in the appropriate service/supplier code shall be invited for tendering.
- NAPIMS will not enter into correspondence with any company or individual on why a company was short-listed or not short-listed. Please visit Nipex portal at [www.nipex-ng.com](http://www.nipex-ng.com) for this advert and other information.
- This advertisement of Tender Opportunity" shall not be construed as a commitment on the part of NAPIMS/NNPC, nor shall it entitle companies to make claims whatsoever and/or seek any indemnity from NAPIMS/NNPC and/or any of its partners by virtue of such companies having responded to this advertisement.

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