

## **Addax Petroleum Development (Nigeria) Limited**

**RC No 333615**

**Tender Opportunity:** Call-Off Contract for Provision of Third Party Inspection Services

Nipex Number is 1200301

### **1. Introduction:**

Addax Petroleum Development (Nigeria) Limited (hereinafter referred to as “APD(N)L”) invites interested and pre-qualified Contractors to respond to this tender opportunity for the provision of the following services as detailed in item 2 below, it is intended to award four (4) call-off contracts that are being proposed to commence in Q1, 2016 and continue for a duration of two (2) years with APD(N)L having the sole option to extend the duration for a further period of one (1) year. It is intended that the contracts will be used for all APD(N)L’s for Provision Of Third Party Inspection requirements.

### **(2) Scope of Services Requirements:**

As a minimum requirement, the selected Contractor shall have the necessary experience, capability and shall be fully responsible for the provision of Third Party Inspection Services for use in an offshore and onshore operation.

### **TB-3196 Call-Off Contract for Provision of Third Party**

Inspection Services: Contractors shall be required to provide the following:

- Periodic Evaluation of Suppliers Quality Management System.
- Periodic Audit of Supplier’s Project Management System.
- TPI coordination of pending inspection programme including reviewing and marking quality intervention points on suppliers’ inspection and test plans on behalf of Addax.
- Quality surveillance and witness inspection of suppliers’ work processes, tests and measurements and calibrations at factory, site and other locations where work is being conducted.
- Issue inspection release notes as required or defined in assignment form.
- Supervision and endorsement of Welding procedures qualification and NDT procedures

- HSE Loss Prevention Engineer for design risk assessment, safety case of safety critical elements and philosophies.
- Site HSE surveillance.
- Independent verification on behalf of Addax of Contractors engaged in engineering, procurement, construction and commissioning activities.
- Quality surveillance and witness inspection of suppliers' work processes, tests and measurements and calibrations at factory, site and other locations on behalf of Addax. where work is being conducted for the manufacture and/or supply of OCTG.
- Witness inspections of calibrations, personnel qualification, work process qualification.
- Documentation reviews of procedures, work plans, work instructions and project deliverables and other quality documents.
- Managing contractor's site inspection notification schemes.
- Manage of closeout non-conformities and deviation to project specifications.
- Maintain a log of confirmed findings on performance works.
- Reporting promptly to Addax, the quality performance of contractors.
- Monitor and report all punch list coordination in support of mechanical completion, pre-commissioning, commissioning performance test activities.
- Advise on ail compliance issues and the issuance of acceptance and completion certificates.
- Monitor overall compliance of contractors to quality provisions of the contracts and project specifications.
- Issue certificate of compliance and certificate of fitness to operate.
- Documentation reviews of documents required to travel offshore i.e. BOSIET, medical certificates, work permits.
- Tenderers must list the equipment owned by the company together with applicable standards that the equipment is manufactured to.
- Tenderers must list qualifications (and submit copies) of key personnel.
- Provide evidence of domiciliation of project management and procurement centers in Nigeria with physical addresses (not P.O. Box).
- Provide detailed description of the location of in-country facilities (Equipment, storage, workshops, repair, maintenance and testing facilities)

- Provide detailed statement with evidence of how it intends to maximize the use of Nigerian made goods and services.
- Provide details on any other Nigerian Content initiative the company is involved in.
- Provide MOA with Oil & Gas trainers association (OGTAN) registered facility for both class room type (theoretical) and on-the-job training attachment for the duration of the project.
- Provide evidence of minimum 50% equity ownership of equipment by Nigerian subsidiary.

Please note that in line with the provisions of section 3 subsection 2 of the NOGICD Act 2010, all Contracts on Land and Swamp Operating areas are exclusively reserved for Nigerian Indigenous service Companies while the Offshore/Deep offshore jobs are opened to all categories of Nigerian registered Contractors.

### **(3) Mandatory Requirements:**

(3.1) To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the Inspection/Control and Testing Services (3.07) (Product/Services) category A and B (3.07.01, 3.07.02, 3.07.03, 3.07.04, 3.07.05, 3.07.06, 3.07.12,) in NipeX Joint Qualification System (NJQS) database. All successfully pre-qualified suppliers in this category will receive Invitation to Tender (ITT).

(3.1.1) To determine if you are pre-qualified and view the product/services category you are listed for: You may visit NipeX NJQS Website at [www.nipexng.com](http://www.nipexng.com) and access NJQS with your login details, click on continue Joint Qualification Scheme tool, click on 'check my supplier status and thereafter click on supplier product group'.

(3.1.2) If you are not listed in a product/service category that you are registered with at DPR to do business, you may contact NipeX' office at 30, Oyinkan Abayomi Street, Ikoyi, Lagos, with your DPR certificate as evidence for verification and necessary update.

(3.1.3) To initiate the JQS Pre-qualification process, you may access [www.nipexng.com](http://www.nipexng.com) to download the requisite application form, make necessary payments and contact NipeX office for further action.

(3.2) In addition to 3.1 above, Tenderers shall also be required to comply with the Nigerian Content requirements in the NipeX system.

**(4) Nigerian Content Requirements:**

Tenderers are to note that they will be requested during the technical tender to provide details of their relevant strategy to ensure that they fully comply with the Nigerian Oil & Gas Industry Content Act, 2010 as provided

at [www.nnpcgroup.com](http://www.nnpcgroup.com) and [www.nigcontent.com](http://www.nigcontent.com) , in view of the fact that non-compliance will constitute a fatal flaw in all contract evaluations.

In light of the above, Tenderers shall be expected by the Nigerian Content Development Monitoring Board (NCDMB) 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.
- Furnish details of company ownership and share holding structure. With photocopies of its CAC Forms C02 and C07.
- Provide evidence of what percentage of its key management positions are held by Nigerians and what percentage of the total work force are Nigerians. And also show overall percentage of work to be performed by Nigerian resources relative to total work volume.

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- 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 executing 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 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.

- Provide evidence of domiciliation of project management and procurement centers in Nigeria with physical addresses (not P.O. Box).
- Provide detailed description of the location of in-country facilities (Equipment, storage, workshops, repair, maintenance and testing Facilities).
- Provide detailed statement with evidence of how it intends to maximize the use of Nigerian made goods and services.
- Provide details on any other Nigerian Content initiative the company is involved in.
- Provide MOA with Oil & Gas trainers association (OGTAN) registered facility for both class room type (theoretical) and on-the-job training attachment for the duration of the project.
- Provide evidence of minimum 50% equity ownership of equipment by Nigerian subsidiary.

#### **(5) Closing Date**

Only tenderers who are registered with NJQS Cat A & B; Product/Category Inspection/Control and Testing Services (3.07) category (3.07.01, 3.07.02, 3.07.03, 3.07.04, 3.07.05, 3.07.06, 3.07.12,) as at **12.00 noon on 3<sup>rd</sup> December, 2014** being the advert closing date shall be invited to submit Technical Bids.

#### **(6) General Conditions**

Please note that all interested Contractors are required to strictly adhere to following conditions in relation to their response to this Advert:

- As stated in item 3 hereto, Contractors are required to be pre-qualified in NJQS under this specific Services category to be eligible to participate in this tender opportunity.
- 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 APD(N)L to award any contract to any Contractor and or associated contractors, subcontractors or agents, nor shall it entitle pre-qualified Contractors to make any

claims whatsoever, and/or seek any indemnity from APD(N)L and/or any of its partners by virtue of such Contractors having been pre-qualified in NJQS.

- The tendering process shall be undertaken in accordance with the NNPC contracting process which requires prequalified Contractors to submit their documentation in the following manner:-
- Pre-Qualified contractors in the relevant Product/Services category in NJQS will be requested to submit their Technical Tenders.
- Following the Technical evaluation process, only technically acceptable and financially qualified contractors will be requested to submit their Commercial Tenders.
- APD(N)L will communicate only with authorized officers of the qualifying Contractors at each stage of the Tender process, as necessary, and will NOT communicate through individuals or appointed Agents.

**Please visit the NipeX portal at [www.nipexng.com](http://www.nipexng.com) for this Advert and other relevant information.**