

The Shell Petroleum Development Company of Nigeria Limited

Operator of the NNPC/Shell/TEPNG/Agip Joint Venture

Tender Opportunity: Contracting and Procurement Support Operations Services

Tender Ref: NG01017743

Nipex ID: 0200321

(1.0) Introduction

SPDC hereby announces to interested and prequalified companies an upcoming tendering opportunity for the Contracting and Procurement Support Operations Services for SPDC

The proposed contract will commence in Q4, 2015 and remain active for 3 years duration, followed by one year extension option.

(2.0) Summary of Work Scope

- Provision of Procurement and Expediting services
- Provision of Contracting services
- Provision of Inventory Management and stock check services
- Provision of Vendor Management, IDD and Compliance Services
- Provision of Archiving and office services

(3.0) Mandatory Requirements

(1) To be eligible for this tender exercise, interested contractor are required to be pre-qualified in the Purchasing and Contracting Consultancy 3.02.07 (Product/Services) category in NipeX Joint Qualification System (NJQS) data base. Only successfully pre-qualified suppliers in this category will receive invitation to Technical Tender (ITT).

(2) To determine if you are pre-qualified and view product/service category you are listed for, open www.nipexng.com and access NJQS with your login details, click on continue Joint Qualification Scheme tool, click check my supplier status and then click supplier product group.

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

- (4) To initiate the JQS prequalification process, access www.nipexng.com to download the application form, make necessary payments and contact NipeX office for further action.
- (5) To be eligible, all tenders must comply with the Nigerian Content Requirements in the NipeX system.

(4.0) Nigerian Content Requirements

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

- Demonstrate that the entity 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
- International or multinational company working through a Nigerian subsidiary must demonstrate that a minimum of 50% of equipment to be deployed for execution of work shall be owned by the Nigerian subsidiary by providing a list of equipment for this tender and indicating those that will be owned by the Nigerian subsidiary
- Furnish details of company ownership and shareholding structure. Also submit clear photocopies of your CAC Forms C02 and
- 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.
- Provide a Nigerian Content Plan providing a detailed description of the role, work scope, man-hours and responsibilities of all Nigerian companies and personnel that would be involved in executing the work. Also provide details of Nigerian Content focal point or manager.
- 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; attach past experience of such patronage.

- Specific to this work, provide detailed plan for staff training and development on equipment repairs & maintenance 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)
- Location of in-country facilities (Storage, workshops, repair & maintenance facilities and testing facilities)
- Contractor must be willing and able to provide evidence of maximization of made in Nigeria goods and
- Provide details on any other Nigerian Content initiative your company is involved in.
- Provide evidence of Nigerian Content Equipment Certificate (NCEC) from Nigerian Content Development & Monitoring Board (NCDMB) or evidence of the application of the certificates
- All operators or project promoters in the Oil and Gas industry launching service contracts or other applicable projects with completion period of 12 months and above shall provide a R & D cluster approved by the Board as part of the operator's Nigerian Content plan for the project.
- All eligible bidders shall be service companies who are duly registered on the NCDMB NOGIC JQS as service providers under the applicable and relevant product category.
- All applicants shall be Nigerian indigenous service companies.
- All applicants must submit evidence of the Nigerian Content Equipment Certification issued by NCDMB.
- Provide human capacity building development plan including budget which must be minimum 10% of project man-hours or 3% of contract value whichever is greater. 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

- All applicants shall submit a plan for R&D on the contract using the NCDMB approved clusters in Nigeria
- The Arrangement shall be in the form of on MOA and indicate how the operator will deploy the cluster for any R&D requirements during the contract period and the first 5 years of the service life of the field, facility or plant.
- All operators are expected to insert in their ITTs requirements that any service company bidding for such a project such a project shall submit as part of Nigerian Content requirement, a signed Memorandum of Agreement (MOA) between it and one of the R & D clusters relevant to the project.
- All service companies are required to sign a MOA with any of the research clusters. The MOA shall indicate how the service company intends to use the relevant research clusters during project execution to the satisfaction of the Board.
- Researchers that meet the technical requirements of the Board shall be notified on the Research Cluster they belong to: and they will be required to upload research proposals relevant to their cluster unto the NOGIC JQS portal (<http://www.nogiciqs.com>) on request.

(5.0) Closing Date

Only Tenderers who are registered in the NJQS product/service category: Purchasing and Contracting Consultancy 3.02.07 (Product/Services) as **at 6:00pm, on 17th June 2015** being the advert close date shall be invited to submit Technical 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 SPDC 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 SPDC and or any of its partners by virtue of such companies having been prequalified in

- SPDC will communicate only with authorized officers of the pre-qualifying companies and not through Individuals or

Please visit NipeX portal at www.nipexng.com for this advert and other information. Also note that this contract will be progressed through NipeX system.