

The Shell Petroleum Development Company of Nigeria Limited

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

Tender Opportunity: Provision of Monitoring and Evaluation of Community Projects in the Eastern and Western Division

1.0 Introduction

SPDC hereby announces to interested and prequalified companies of an upcoming tendering opportunity for **Provision of Monitoring and Evaluation of Community Projects in the Eastern and Western Divisions**. The proposed contract will commence in June 2012 and remain active for a two (2) year duration, followed by a one (7) year extension option.

2.0 Scope of Work

The overall scope of work to be executed within this contracting strategy consists of the following:

- Undertake independent visits to 300 project sites yearly to verify ongoing and completed projects and ascertain that milestone payments correspond to value of work done
- Ensure that project and programme activities are effectively executed in accordance with Contract Agreements, Work Scopes, Work Scopes, Work Orders and Bill of Quantities and meet specification
- Ensure that HSE procedures are followed throughout the period of the administration of the process.
- Measure the outcome of the projects against the project objectives each year.
- Ascertain critical factor for the ownership and sustainability of the projects
- Identify and examine challenges of the project execution in all project host Communities (250 communities)

- Produce and submit periodic (QUARTERLY) reports on all findings to SPDC for review and input into Sustainable Development Management Information System (SDMIS). Such reports shall include detail findings on each project visited with pictures.
- Classify monitored projects in line with SDCR 4 focus area and carry out detailed evaluation of programmes and projects of each focus area yearly.
- Undertake visits to monitor critical stages of project execution and submit weekly reports to SPDC, classifying the status of the completed projects either as Successful, Functional, Ownership and Sustainable
- Make appropriate recommendation for improvement of these projects

3.0 Mandatory Requirements

- To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the (PRODUCT/SERVICE) GROUP 3.02.01: Quality Assurance QA/QC Consultancy category in NipeX Joint Qualification System (NJQS) database. Only successfully pre-qualified suppliers in this category will be eligible to 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 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 necessary update.
- 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.
- To be eligible, all tenderers must comply with the Nigerian Content requirements in the NipeX system.

4. 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 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 share holding structure. Also submit clear photocopies of your CAC Forms CO2 and CO7
- 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 project, provide detailed plan for staff training (including 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 details on any other Nigerian Content initiative your company is involved in,

5. Closing Date

Only tenderers who are registered with the relevant NJQS .- 3.02.01 **Quality Assurance QA/QC Consultancy** category as at 06/03/ 2012, being the advert close date shall be invited to submit Technical Bids

6. 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 NJQS.
- The tendering process shall be the NNPC contracting process requiring pre.-qualified companies to submit technical tenders first. Following a technical review, only technically and financially qualified contractors will be requested to submit commercial tenders.
- SPDC will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or Agents.

Please visit NipeX portal at www.nipexng.com for this advert and other information.

This advertisement is not an invitation to tender for the above services. There is no commitment or obligation, implied or otherwise, for SPDC to issue a tender or enter into a contract. Partnership in the tender exercise does not construe or imply only commitment to any party or entitle any party to any indemnity or any form of payment from SPDC