

Total, E&P Nigeria Limited

Operator of the NNPC/TOTAL Joint Venture

Tender Opportunity: Provision of Office Buildings Global Maintenance Services in TEPNG, Port Harcourt.

NipeX Tender Ref. No: 1000000975

(1) INTRODUCTION

Total Exploration & Production (TEPNG) Nigeria Limited, operator of the NNPC/TEPNG Joint Venture invites interested and reputable Contractors with suitable equipment, technical capacity and relevant experience to tender for the technical bidding phase for the Provision of office building maintenance services in her Port Harcourt office.

(2) SCOPE OF WORK

Services to be provided shall include as a minimum the following:

(2.1) Civil Works and Repairs

- Carpentry – All carpentry intervention works
- Painting, Tiling, Asphalting, Concrete, Aluminium and felting works and Façade
- Cleaning of Buildings.
- All these activities shall have the limit of intervention work

(2.2) Electrical Maintenance Services

- Contractor shall provide this service on 24 hours a day, 7 days a week basis throughout the year. This includes weekends and public holidays.
- Contractor shall provide operational, maintenance and intervention services.

There might be occasional installation works.

(2.3) Mechanical Maintenance Services

- Contractor shall provide this service on 24 hours a day, 7 days a week basis throughout the year. This includes weekends and public holidays.
- Contractor shall provide operational, maintenance and intervention services.

There might be occasional installation works.

(2.4) Other Services

Water treatment is a critical service. Contractor shall make sure there is always quality water availability in the premises. Water supply is expected in both the domestic and hydrant lines every minute of the day and night.

Sewage Treatment is also a critical service that must have effluent that meets both DPR and WHO standard.

There is a regular third party treated water (portable and sewage) testing; contractor shall make sure that the water from the treated plants meet the, WHO specifications at all time.

(3) MANDATORY REQUIREMENTS

(a) To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the Product/Service Category A-D (3.05.08 – Civil Works/Building Contracting Services) in NipeX joint Qualification system (NJQS) database. All successfully pre-qualified suppliers in these categories will receive an Invitation to Technical Tender (ITT).

(b) To determine if you are pre-qualified and can view the product/service category you are listed for; Open www.nipex-ng.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.

(c) 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.

(d) To initiate the NJQS pre-qualification process, access www.nipex-ng.com to download application form, make necessary payments and contact NipeX office for further action.

(e) To be eligible, all tenders must comply with the Nigerian content requirements in the NipeX system.

(f) Only Nigerian indigenous service companies having verifiable Nigerian equity shareholding of 51% and above shall submit bids for this tender.

(4) NIGERIAN CONTENT

Company is committed to the development of the Nigerian Oil and gas business in compliance with the Nigerian Content Act 2010 for Nigerian Content Development.

As from the commencement of this 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 targets as may be directed by the Nigerian Content Development and Monitoring Board (The Board)

Tenderer shall comply with all the provisions of the Nigerian Content Act that relate to this contract but in particular comply with the minimum Nigerian Content % for the scopes which are covered in the Schedule of the Act and any other requirement that may arise, from time to time not explicitly stated in this contract but which apply to the contract in fulfillment of the Nigerian Content Act, in the submission of their Tender.

Failure to fully comply with the Nigerian Content Act or demonstrate commitment to Nigerian Content Development Policy of the Nigerian government shall result to disqualification from bidding this contract.

As part of their submissions, Tenderer shall:

- (1) Only Nigerian Indigenous Companies having 51% and above Nigerian equity shareholding shall bid for this work scope.
- (2) Develop a Nigerian Content Plan (NCP), which shall explain the methodology of how it intends to comply with the requirements of the Act and how to achieve the set target(s) in the Schedule of Nigerian Oil & Gas Industry Content Development Act and any targets set by The Board.
- (3) Develop an employment and training plan which shall explain how first Considerations shall be given to employment and training of Nigerians in work programme on the contract, hiring and training needs with a breakdown of the skills needed and anticipated skill shortage in the Nigerian labour force including the training and under study program for succession planning.
- (4) Submit a plan on how you intend to give first consideration to services provided from within Nigeria with a list of work packages, 3rd party services and subcontracts that should be reserved for Nigerian indigenous contractors and those for Community Contractors including the list of services that will be provided by companies of Nigerian origin.
- (5) Submit a plan on how you intend to give first consideration to raw materials and manufactured & assembled goods of Nigerian origin which shall include a breakdown of all raw materials to be utilized and identifying those that are found locally, finished products and materials that will be procured from Nigerian Manufacturing & assembly plants, finished goods that order can be placed from outside Nigeria through Nigerian authorized vendors and accredited agents and those that would be directly imported.
- (6) Demonstrate that entity is a Nigerian-registered company. Submit certified true copies of CAC forms 10, 02 & 07 (or its equivalent; CAC 2.3, 2.4, 2.5, etc) including company memorandum & article of association and other evidence of entity's incorporation, shareholding & ownership structure in Nigeria.
- (7) Provide detailed description of the location of in-country committed facilities & infrastructure (assets, equipment, technical office, and administrative space, storage,

workshop, assembly area, repair & maintenance, testing, laboratory, etc) in Nigeria to support this contract, evidence that 50% of all equipment deployed to work by multinational and international companies are owned by the local subsidiaries.

(8) Provide a project-specific training, man-hour budget, skill development and technology transfer plan for Nigerian personnel or indigenous business including evidence of past performance on training and development for Nigerians nationals & indigenous business. Plan for sponsorship of Nigerians to acquire competence and/or certification. Further development of local employees as professionals. Proposed training plan for Nigerians on the project including a brief training outline for OEM products, engineering, software & hardware, project management, procurement, construction, installation, start-up & commissioning, maintenance, testing and operations.

(9) Provide evidence (personnel list and positions with organization chart to substantiate) of percentage of management that are Nigerian Nationals and the percentage of the total workforce that are Nigerians.

(10) Submit Tenderer's corporate organization's overall human resources structure (mgt, supervisors, senior & junior skilled officers, etc) identifying positions manned/occupied.

(11) Tenderer shall be expected to submit verifiable evidence of the OEM's Nigerian Content Equipment Certificate (NCEC) issued by NCDMB during the technical phase of bidding.

(12) Tenderer shall achieve minimum Nigerian Content of 80% Manhours/tonnage/rate as specified in the category of other Construction/Management services target in the NOGICD Act

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

(14) All bidders during tendering shall demonstrate how the NC targets of the NOGICD Act would be achieved in accordance with the services.

NOTE:

Failure to comply with the provision of the Nigerian Content Act 2010 or to demonstrate commitment to the development of the Nigerian Content Policy shall result in disqualification from this bidding process.

(5) CLOSING DATE

Only Tenderers who are registered with NJQS for 3.05.08 – Civil Works/Building Contracting Services (Product/Services) Category A-D as at **21st October, 2016**, being the advert closing date shall be invited to submit Technical Bids.

(6) ADDITIONAL INFORMATION

- (a) Failure to provide any of the listed documents or information may automatically disqualify the Supplier.
- (b) This notice and the ensuing qualification process neither creates any commitment by TEPNG nor establish any legal relationship with TEPNG.
- (c) All costs incurred in registering and prequalifying for this and other service categories In NJQS shall be borne solely by the Contractors/suppliers.
- (d) This advertisement shall neither be construed as an invitation to Tender (ITT) nor a commitment on the part of TEPNG to award a contract to any supplier and / or associated companies, subcontractors or agents.
- (e) The ITT and any further progression of this tender shall be via NipeX. Interested bidders are therefore advised to ensure that their profiles in NipeX are active with a valid official email address accessible by their organization as this shall be the only means to transmit the ITT.
- (f) Tendering process will be the NNPC contracting process requiring pre-qualified companies to submit technical tender first. Following a technical review, only technically and financially qualified contractors will be requested to submit commercial tenders.
- (g) Man hour figures for Capital Project Portfolios are estimates to provide definition to the scope and do not constitute guaranteed quantities.
- (h) Company will only recognize and correspond with duly authorized officers of the pre-qualified bidders and not through individuals or agents acting on their behalf.
- (i) Interested contractors should note that TEPNG has very cordial relationship with the host communities of the sites where these services will be performed based on existing Memorandum of Understanding (MOU). Prospective contractors will be required to implement the obligations of the MOU as part of their contract.

Please visit NipeX portal at: www.nipex-ng.com for this advert and other information

