

RC No. 333615

Addax Petroleum Development (Nigeria) Limited

Tender Opportunity

TB-3114 General Maintenance of Addax Offices and Residences in Lagos

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 general maintenance of offices and residences in her Lagos location as detailed in item 2 below. The contract is proposed to commence in Quarter 3, 2013 and continue for a duration of two (2) years with ATD(N)L having the sole option to extend the duration for a further period of one (1) year.

The intention is to award two (2) split contracts as follows:

- 1) General Maintenance of Addax’ Offices in Lagos; and
- 2) General Maintenance of Addax Residences in Lagos;

2. Scope of Services:

This Scope of Services covers the general maintenance of offices and residences in all APD(N)L’s offices and residences in Lagos.

As a minimum requirement, the selected Contractor for each contract shall have the necessary experience, capability and shall be fully responsible for the general maintenance of offices and residences in the following APD(N)L locations:

A) Lagos Offices

- 1) Plot 10, Bishop Aboyade Cole, V/I
- 2) Plot 864A Bishop Aboyade Cole, V/I
- 3) Plot 865B Bishop Aboyade Cole, V/I
- 4) Plot 868 Bendel Close, V/I
- 5) 32, Ozumba Mbadiwe Street V/I

B) Addax Residences in Lagos

Eight (8) residences within Ikoyi, Victoria Island and Lekki axis The general maintenance services which will comprise Preventive & Corrective Maintenance shall include the following:

A) SERVICES

- 1) Painting works,
- 2) Carpentry works,
- 3) Metal works,
- 4) Keys and locks,
- 5) Masonry works,
- 6) Plumbing works,
- 7) Electrical works,
- 8) Air conditioners (A/C) and Refrigeration systems,

- 9) Home appliances,
- 10) Water-proofing works, in Addax offices and residences in Lagos.

NOTE:

The contractor will have to provide minimal number of technical personnel as necessary for the efficient execution of the services (Routine and Corrective) above mentioned.

Essential services should also be covered on weekends, public holidays and night periods to the locations above mentioned as deemed necessary.

All other related equipment, tools and experienced personnel necessary to satisfactorily perform the Services.

The selected Contractor will be responsible for the mobilization and subsequent demobilization of its equipment, tools and personnel.

3. Mandatory Requirements:

3.1. To be eligible for this tender exercise, interested Tenderers are required to be pre-qualified in the 3.05.08 Civil Works/Building Contracting Services including Drilling/Tunneling etc) (Product/Service) category 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 and access NJQS with your log in details, click on 'continue Joint Qualification Scheme tool, click on' check my supplier status' and thereafter click on' supplier product group'.

3.12 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.

3.13 To initiate the JQS Pre-qualification process, you may access 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 and 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 CO2 and CO7.

- 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.

- 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 PO. 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 and 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 a minimum of 50% equity ownership of equipment by Nigerian subsidiary

- Provide evidence of Nigerian Content Equipment Certificate (NCEC)

5. Closing Date

5.1. This tender opportunity shall remain open in the NipeX System for fifteen (15) working days and shall close to interested Contractors by: 1200 noon on 22nd March 2013 (the advert closing time/ date)

5.2. Only Tenderers who are registered with NJQS under the applicable Product/category 3.05.08 Civil Works/Building Contracting Services including Drilling/Tunneling etc) as at 22nd March, 2013, being the advert closing date shall be invited to submit Technical Bids.

6. Additional Considerations:

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.

- To enable interested pre-qualified Contractors to use the NipeX System to progress this tender exercise, they should access the NipeX System and include within their company profile, a name of a principal personnel, his/her phone number and the Contractor's general official email address for NipeX System set-up and training purposes.

- All costs incurred in preparing and processing NJQS pre-qualification 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, sub-contractors or agents, nor shall it entitle pre-qualified Contractor 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 pre-qualified Contractors to submit their documentation in the following manner:

(i) Pre-Qualified contractors in the relevant Product/ Services category in NJQS will be requested to submit their Technical Tenders.

(ii) Following the Technical evaluation process, only technically acceptable and financially qualified contractors will be requested to submit their Commercial Tenders.

- APD(N)L/NNPC reserves the right to reject the submission(s) made by any and/or all Contractors at its sole discretion and at no cost whatsoever to APD(N)L/NNPC.

- 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 for this Advert and other relevant information.