

## **Total Upstream Nigeria Limited**

### **Tender Opportunity for Provision of Catering and House Keeping Services for akpo FPSO (NipeX Tender Ref. No: 2500221)**

#### **1.0 Introduction**

Total Upstream Nigeria Limited issues tender opportunity to interested and reputable Contractors with suitable equipment and relevant experience for consideration to tender for the Offshore Catering and Housekeeping Services for Akpo FPSO.

#### **2.0 Brief Description of the Work Scope:**

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

- To prepare and serve meals to COMPANY'S Personnel on board the FPSO (estimated to be between 150 and 240 personnel).
- To provide cleaning and housekeeping services.
- To provide personnel, bedroom and bathroom laundry services.
- To provide its personnel with personal protective equipment (PPE). To maintain acceptable standard of hygiene and cleanliness.
- To provide the management and administration (onshore & offshore) of the service.

The commencement date estimated for the provision of service shall be Q4, 2015 with duration of two (2) years and an option to extend for a further period of one (1) year.

#### **3.0 Mandatory Requirements**

1. To be eligible for this tender exercise, interested contractors are required to be registered with DPR to do business and pre-qualified under the category of services 3.99.03 (Catering) and 3.99.04 (Cleaning and Laundry), Cat A and B under Waste Management services Categories under the NipeX Joint Qualification System (NJQS) database. All successfully pre-qualified Tenderer in this category will receive Invitation to Technical Tender (ITT) for this service.
2. To determine if you are pre-qualified and view the product services category you are listed for; open [www.nipexng.com](http://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.

3. If you are not listed in a product/service category and you are registered with DPR to do business in this category, please 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 pre-qualification process, access [www.nipexng.com](http://www.nipexng.com) to download 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**

TOTAL is committed to the development of the Nigerian Oil and gas business consistent with the Nigerian Oil & Gas Industry Content Development Act 2010 (NOGICD Act or The Act) on Nigerian Content.

It is important that applicants familiarize themselves and comply with the provisions of the Nigerian Oil & Gas Industry Content Development Act otherwise referred to as The NOGICD Act I in their Expressions of Interest, Pre-qualification, and Tender Offer and in execution of contract(s) that may result from this advert.

As from the commencement of The 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 (NCDMB or The Board).

Applicants shall comply with all the provisions of the NOGICD 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 complying the NOGICD Act.

Applicants in their responses shall confirm and describe In full the work to be completed in-country and using resources of Nigerian origin in fulfillment of the provisions of the NOGICD Act and shall execute all Work detailed in their submissions in line with The Act

Deviations from the Nigerian Content requirements and the Nigerian Content Plan by the Operator are not acceptable and may be treated as a fatal flaw

As part of the technical tender submission, tenderer shall;

1. Develop a Nigerian Content Execution Plan (NCEP), which shall explain the methodology of how contractor intends to comply with the requirements of The Act. The Nigerian Content Plan approved for this tender 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 How it intends to give first consideration to services provided from within Nigeria, first consideration to goods manufactured in Nigeria and first considerations for employment and training of Nigerians in work programme.
2. That the project or contract has given full and effective support to technology transfer by encouraging foreign and multinational companies to develop joint ventures and alliances with Nigerian service companies and suppliers. Tenderer's detailed plan to achieve / sustain the minimum 100% Nigerian Content level as prescribed by the applicable measurement metrics in the Schedule of the Nigerian Content Act 2010.
3. Demonstrate that entity (i.e. applicant or tenderer) 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. Maximizing Nigerian Content is a Key contract priority, therefore for foreign companies and multinationals in alliance with a local company, submit evidence that the local company is an indigenous company and the binding Agreement of the alliance duly signed Agreement by the CEO of both parties and stating the specific work scope to be performed by each member of the alliance.
4. 1.50% of all equipment deployed to work by multinational and international companies is owned by the local subsidiaries or submit a credible and verifiable plan towards

compliance to these requirements including evidence of the OEM Nigerian Content Equipment Certification.

5. Submit the detailed description of facilities and infrastructure in Nigeria with evidence of ownership and location in-country.
6. Bidders are requested to execute an enforceable MOA with Local Training Service Provider for the provision of training services in specific technical disciplines involved in the project.
7. 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.
8. 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.
9. Submit tenderer's corporate organization's overall human resources structure mgt, supervisors, senior & junior skilled officers, etc) identifying positions manned/occupied by Nigerian nationals with evidence of type of employment in-country and identifying the positions manned/occupied by other nationals.
10. Provide description of how bidder would maximize the utilization of Nigerian resources (labour, materials and services) in the execution of this contract. Maximizing Nigerian Content is a key Project priority.
11. Submit the project key personnel manning plan, the job positions and skill area in the overall job position/ key personnel matrix that would engage Nigerian nationals directly on this contract and those that will engage other nationals.
12. Submit binding memorandum of agreement (MOA) with Nigerian manufacturers of goods and finished products. Submit the list of goods, products, raw materials &

chemicals, consumables and equipment of Nigerian origin to be procured & used in the execution of this contract.

13. List of all work which will be carried out by Nigerians and domiciled in-country, in accordance with Nigerian Content Requirements, divided into the following categories:
14. Work which will be executed by the Applicant using its own resources.
15. Work which will be subcontracted, giving the scope of such sub-contracts and the names and locations of the proposed subcontractor and/or details of scope of work for indigenous services & local 3rd party business that would support the contract.
16. Percentage of the entire scope of work for the contract that would be executed using resources of Nigerian origin (includes as a table the detailed activity & deliverable list of the scope of work and identifies the proposed resources for executing the scope and country of its origin).
17. R&D shall be carried out on the contract under the auspices of NCDMB approved R&D cluster. Tenderer shall submit their R&D plan detailing; SCOPE (list areas of research, linkage to industry, key drivers and expected outcome), name of research cluster and Nigerian location of centres, R&D duration, R&D expenditure target as a percentage of contract value, and GOALS (purpose, NC targets, milestones and deliverables, performance reporting and period)
18. Tenderer shall submit a signed MOA with any of the NCDMB approved research clusters indicating how the cluster will be used and the area of research relevant to the contract.

#### **5.0 Closing Date:**

Only Tenderers who are registered with the relevant Product/service Category as at publication plus 15 working days being the advert close date as at 18<sup>th</sup> June, 2015 shall be invited to submit Technical Bids.

#### **6.0 Additional Information:**

Tenderers eligible for this tender opportunity are expected to be pre-qualified in NJQS under the product/service category – the category of 3.99.03 (Catering) and 3.99.04 (Cleaning and Laundry) Services categories A and B under Catering and Cleaning and Laundry services Categories.

All costs incurred in preparing and processing NJQS pre-qualification shall be for the account of Tenderer.

Evidence of proper documentation substantiating the ability to undertake the scope of work will be demanded as part of the technical requirements.

This advertisement shall neither be construed as any form of commitment on the part of TOTAL to award any contract to any company and or associated companies, sub-contractors or agents, nor shall it entitle pre-qualified companies to make any claims whatsoever, and/or seek any indemnity from TOTAL and or any of its partners by virtue of such companies having been pre-qualified 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 offers.

TOTAL will communicate only with authorized officers of the qualifying companies at each stage of the Tender process, as necessary, and will NOT communicate through individuals or Agents.

An award shall be made at the end of the Tendering exercise and a single Contract shall be for the provision of the services.

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