

Total Upstream Nigeria Limited

Operator of the OML 130 Asset

Invitation for Tender Opportunity for Catering and House Keeping Services for OML 130 – AKPO Field Development

1. Introduction

Total Upstream Nigeria Limited (TUPNI) operator of the OML 130 invites interested and reputable Contractors with suitable equipment and relevant experience to apply for pro-qualification for consideration to tender for the provision of Catering and Housekeeping Services on the Offshore AKPO FPSO and other facilities as required.

2. Brief description of the work scope:

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

- To prepare and serve meals to COMPANTs Personnel onboard 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 Q3, 2011.

3. Tender Mandatory Requirements

- i. To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the Catering Services (3.99.03) (Product/Services) category in NipeX Joint Qualification System (NJQS) database. All successfully pre-qualified suppliers in this category will receive Invitation to Technical Tender (ITT).
- ii. To determine if you are pre-qualified and view the product services 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.
- iii. 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.
- iv. To initiate the JQS pre-qualification process, access www.nipexng.com to download application form, make necessary payment and contact NipeX office for further action.
- v. To be eligible, all tenders must comply with the Nigerian Content requirements in the NipeX system.

4. Nigerian Content

COMPANY is committed to the promotion of the Nigerian Oil and Gas business in alignment with the Nigerian Content Act 2010 for the Nigerian Oil and Gas Industry Content Development. It is important that prospective bidders familiarize themselves and comply with the provisions of the Nigerian Oil & Gas Industry Content Development Act otherwise referred to as The Nigerian Content Act at the stage of bidding.

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)

Prospective bidders 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 percentage for the scopes (engineering, procurement, construction & installation). 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 fulfillment of the Nigerian Content Act, during the bidding stage.

Contractors that demonstrate their commitment to meet or exceed the Nigerian Content Act requirements shall be a ground for preferential consideration in the technical and commercial bid evaluation. 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

During the bidding stage, contractors shall:

i. 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 and 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 consideration for employment and training of Nigerians in work programme. The NCP shall, consistent with the Act, demonstrate that Nigerian indigenous service companies have been given exclusive considerations to bid and execute work in land and swamp operating areas and their full utilization and engagement in exploration, seismic data processing engineering design, reservoir studies, manufacturing, fabrication and provision of services. 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 percentage Nigerian Content level as prescribed by the applicable measurement metrics in the Schedule of the Nigerian Content Act **2010**

ii. 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. 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 by the CEO of both parties and stating the specific work scope to be performed by each member of the alliance.

iii. Provide detailed description of the location of in-country committed facilities & infrastructure (assets, equipment, catering outlet, food storage facilities, farms, food processing, laboratory, etc) in Nigeria to support this contract or submit a credible and verifiable plan towards setting-up to support this contract, evidence that 50% of all equipment deployed to work by multinational and international companies are owned by the local subsidiaries or submit a credible and verifiable plan towards compliance to these requirements. Submit the detailed description of facilities and infrastructure in Nigeria with evidence of ownership and location in-country.

iv. 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. Bidders would be 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.

v. All personnel positions (key & non-key) shall be staffed by Nigerian national employees. These include but not limited to camp boss, assistant camp boss, Chef cook (national & continental), bakers, launderers, kitchen assistants, waiters, general maintenance technician, room stewards, including all other catering and housekeeping personnel required on the contract. Therefore, tenderer shall provide evidence of contractor organization with personnel list by name nationality and position nominated to on the contract.

vi. Provide description of how bidder has given first considerations to the utilization of Nigerian resources (labour, raw materials & manufactured goods and services) in the execution of this contract, Maximizing Nigerian Content is a key Project priority. Provide concrete and verifiable evidence of partnership with identified farm and farm produce processing and preservation facility to increase capacity, investment and other forms of commitment to acquire new technology and capabilities in targeted areas of agro-allied production processes to industry acceptable standards. All processed agro-allied produce must be to the satisfaction of NAFDAC on quality. Evidence that tenderer is a registered member of the Nigeria hotel and catering institute or similarly affiliated hospitality professional body in Nigeria.

5. Closing Date: Only tenderers who are registered with NJQS Product/Category **Catering Services** (3.99.03) not later than **April 13th, 2011** being advert close date shall be invited to submit Technical Bids

6. Additional information:

Tenderers eligible for this tender opportunity are expected to be pre-qualified in NJQS under the product/service category. All costs incurred in preparing and processing NJQS pre-qualification shall be for the account of tenderer.

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

TUPNI will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or Agents.

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