



**NATIONAL OIL SPILL DETECTION AND RESPONSE AGENCY
(NOSDRA)
NAIC HOUSE, 5TH FLOOR, PLOT 590, ZONE AO,
CENTRAL BUSINESS DISTRICT, ABUJA**



INVITATION TO TENDER AND EXPRESSION OF INTEREST FOR 2022 CAPITAL PROJECTS

1.0 INTRODUCTION

The Federal Government of Nigeria through the office of the National Oil Spill Detection and Response Agency (NOSDRA) invites interested, competent and reputable Contractors and Suppliers with relevant experiences and good track records to submit bids/Expression of Interest for the following 2022 Capital Projects/Programmes:

2.0 SCOPE OF SUPPLY/WORKS/SERVICES

2.1 CATEGORY A (GOODS)

LOTS	PROJECT TITLE
Lot G1	Procurement of Laboratory Equipment, Reagents and Consumables
Lot G2	Procurement of Oil Spill Monitoring Equipment for Underground Storage Integrity Test and Monitoring Aquifers
Lot G3	Supply/Procurement of Office Furniture and Equipment

2.2 CATEGORY B (WORKS)

LOT No.	PROJECT TITLE
Lot W1	Design and Construction of Warehouse/Hanger for Spaces allocated to NOSDRA for Dispersants and Firefighting Equipment by FAAN in Lagos, Port-Harcourt, Calabar and Kaduna
Lot W2	Dredging of Flood Reservoir in Aguku, Ezinifite Aguata Federal Constituency, Anambra State

2.3 CATEGORY C (CONSULTANCY)

LOTS	PROJECT TITLE
Lot C1	Design and Development of Smart Hydrocarbon Spillage Detection System for the Downstream Sector
Lot C2	Development of Information System Framework for Oil Spill Reporting, Assessment and Clean-up in Nigeria

Lot C3	Development of Regulations and Standards for Recycling of Spent Oil in Nigeria
Lot C4	Monitoring and Evaluation of Capital Projects

3. ELIGIBILITY REQUIREMENTS

Prospective bidders should submit the following documents:

- a. Evidence of Certificate of Incorporation issued by the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7. Business name is also acceptable for Services;
- b. Evidence of Company's Tax Clearance Certificate (or Personal Income Tax Clearance Certificate in case of Business Name) for the last three (3) years (2019, 2020, 2021) valid till 31st December, 2022;
- c. Evidence of Pension Clearance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 15 and above);
- d. Evidence of Industrial Training Fund (ITF) Compliance Certificate valid till 31st December, 2022 (this requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is N50m and above);
- e. Evidence of Nigeria Social Insurance Trust Fund (NSITF) Clearance Certificate valid till 31st December, 2022;
- f. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by

submission of Interim Registration Report (IRR) expiring on 31/12/2022 or valid Certificate issued by the BPP;

g. Sworn Affidavit:

- disclosing whether or not any officer of the relevant committees of the National Oil Spill Detection and Response Agency (NOSDRA) or the Bureau of Public Procurement (BPP) is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;

- that none of the company's Directors has been convicted in any law court for any criminal offence including fraud and financial impropriety; and

- that the company is not in receivership, bankrupt or insolvent;

h. Company's Audited Accounts for the last three (3) years - 2019, 2020 & 2021, duly acknowledged by the Federal Inland Revenue Service (FIRS):

i. Reference Letter from a reputable Commercial Bank in Nigeria, indicating willingness to provide credit facility for the execution of the project when needed;

j. Company Profile with the Curriculum Vitae of Key Staff to be deployed for the Project, including copies of their Academic/Professional qualifications;

k. Verifiable documentary evidence of at least Three (3) similar Jobs executed in the last Five (5) years including copies of Letters of Award, Job Completion Certificate and photographs of the projects;

l. For Supply or Equipment: Letter of Authorisation as representative of the Original Equipment Manufacturers (OEMs);

m. Services: Evidence of Firm's current registration with relevant regulatory professional body(ies) as evidence of current registration/accreditation with Computer Professionals Registration Council of Nigeria and National Information Technology Development Agency (NITDA) for ICT jobs;

n. Works: List of Plants/Equipment with proof of Ownership/Lease Agreement;

o. For Joint Ventures/Partnership, Memorandum of Understanding (MoU) should be provided (CAC, Tax Clearance Certificate, Pension Clearance Certificate, NSITF Clearance Certificate, ITF Compliance Certificate, IRR & Sworn Affidavit are compulsory for each JV partner);

p. All documents for submission must be transmitted with Covering/Forwarding letter under the Company Letter Head Paper bearing among others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Numbers (preferably GSM No.), and e-mail address. The Letterhead paper must bear the names and nationalities of the Directors of the Company at the bottom of the page, duly signed by the authorized officer of the firm.

4.0 COLLECTION OF TENDER DOCUMENTS (GOODS & WORKS)

Interested Companies are to collect the Standard Bidding Document (SBD) from the **Procurement Unit, Right Wing 5th Floor of the National Oil Spill Detection and Response Agency (NOSDRA), Abuja** on evidence of payment of a Non-Refundable Tender Fee of **Ten Thousand Naira (₦10,000.00)** only per Lot, paid into the NOSDRA, Abuja Remita Account in any reputable Commercial Bank in Nigeria, using GIFMIS Code: **1000016734**.

All bidders must fill the bid collection Register after the collection of the Bidding Document.

5.0 SUBMISSION OF BID DOCUMENTS (GOODS & WORKS)

Prospective bidders are to submit bid for each of the lot desired, one (1) Hard Copy each of the Technical and Financial Bids with softcopy of financial bid only in MS Excel format, packaged separately in sealed envelopes and clearly marked as "Technical Bid" or

“Financial Bid”. Thereafter, put the sealed envelope together in a bigger sealed envelope addressed to the Director-General/CEO, NOSDRA NAIC House, 5th Floor, Plot 590, Zone AO, Central Business District, Abuja and clearly marked with “PROJECT NAME & LOT No.” Furthermore, the reverse of each sealed envelope should bear the name and address of the bidder and drop in the designated Tender Box at Right Wing 5th Floor of NOSDRA, not later than **12:00 noon Monday, 5th September, 2022**. All bidders must fill the bid submission Register.

6.0 SUBMISSION OF EOI (SERVICES)

As per paragraph 5 above, except in a single envelope and submitted not later than **12:00 noon Monday, 22nd August, 2022**.

6.0 OPENING OF EOI AND TECHNICAL BIDS

The EOI and the technical bids will be opened immediately after the deadlines for submission at **12:00 noon Monday, 22nd August, 2022** and **12:00 noon Monday, 5th September, 2022**, respectively, at the **Agency’s Conference Room, 5th floor, NAIC house, Abuja** in the present of bidders or their representatives, while the financial bids will be kept un-opened. Please ensure that you sign the Bid Submission Register in Procurement Unit Office, as NOSDRA will not be held liable for misplaced or wrongly submitted bids. For further enquiries, please contact Director (Procurement) on e-mail: procurement@nosdra.gov.ng

7.0 GENERAL INFORMATION

- i. Bids must be in English Language and signed by an official authorised by the bidder;
- ii. The documents should be arranged in the order listed at 3 above and clearly separated by dividers;
- iii. Bids submitted after the deadline for submission would be returned un-opened;
- iv. Bidders should not bid for more than one (1) Lot;
- v. Soft copy of submission should be in flash Drive;

- vi. All costs will be borne by the bidders;
- vii. Attendees at the bids opening shall be required to wash hands, use hand sanitiser, wear mask and observe physical distancing. The Bids Opening in the presence of observers will be covered by video recording and invitation link will be sent to bidder who chooses to join the bid opening online;
- viii. Bid documents can also be collected in soft copies and Bidders can submit through Post (Courier Services);
- ix. Goods & Works: Only pre-qualified bidders at technical evaluation will be invited at a later date for financial bids opening, while the financial bids of un-successful bidders will be returned un-opened
- x. Services: Only shortlisted Consultants will be invited at a later date for collection of Request for Proposals;
- xi. NOSDRA is not bound to pre-qualify/shortlist any bidder and reserves the right to annul the procurement process at any time without incurring any liabilities in accordance with Section 28 of the Public Procurement Act, 2007.

Signed:

Director-General

National Oil Spill Detection and Response Agency (NOSDRA)