



Nigerian Content Development and Monitoring Board (NCDMB)

NCDMB CORPORATE HEADQUARTERS: NIGERIAN CONTENT TOWER OX-BOW LAKE, SWALI, PMB 10, YENAGOA BAYELSA STATE



INVITATION FOR PRE-QUALIFICATION

1. INTRODUCTION

The Nigerian Content Development and Monitoring Board (NCDMB) with headquarters in Yenagoa, Bayelsa State is mandated by law to supervise, coordinate, administer, monitor and manage the development of Nigerian Content in the Nigerian oil and gas industry. The Board, hereby, invites interested reputable companies with good track record of performance and experience to submit pre-qualification for the following:

2. SCOPE OF WORK

S/N	DESCRIPTION	LOT
1	Construction of switchgear room, installation of power distribution cables and equipment at the Nigerian Oil and Gas Park Scheme (NOGAPS) situated at Emeyal-1, Ogbia LGA of Bayelsa State	Lot - P1
2	Construction of switchgear room, installation of power distribution cables and equipment at the Nigerian Oil and Gas Park Scheme (NOGAPS) situated at Odukpani, Cross River State.	Lot - P2
3	Construction of One Block (Block B) of Mini Park Estate at NOGAPS Industrial Park at Odukpani, Cross River State.	Lot - P3

Further details of the scope shall be contained in the Standard Bidding Document (SBD) to be issued to pre-qualified bidders.

3. CONDITIONS FOR ELIGIBILITY

Interested firms should submit the following pre-qualification documentation as a minimum:

- Evidence of company registration with Corporate Affairs Commission (CAC) and supporting documents (Forms CAC2 and CAC7).
- Evidence of Company Income Tax Clearance Certificate for the last three (3) years (2018, 2019, 2020) valid till 31st December 2021.
- Evidence of current Pension Compliance Certificate valid till 31st December, 2021.
- Evidence of current NSITF Compliance Certificate valid till 31st December 2021.
- Evidence of current ITF Compliance Certificate valid till 31st December 2021.
- Evidence of relevant DPR Permit valid till 31st December, 2021.
- Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration Report (IRR) expiring on 30/09/2021, or valid certificate issued by BPP.
- Sworn affidavit disclosing whether or not any officer of the relevant committees of the Nigerian Content Development and Monitoring Board (NCDMB) or the Bureau of Public Procurement 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.
- Company's Audited Accounts for the last three years (2018, 2019, 2020).
- Evidence of financial capacity to execute the project by submission of Reference Letter from a reputable commercial bank in Nigeria, including a willingness to provide credit facility for the execution of the project where necessary.
- Company Profile with a list of key technical personnel of the company, the Curriculum Vitae of key staff to be deployed for the project, including copies of their academic qualifications and relevant professional certification.
- Verifiable documentary evidence of at least three (3) similar jobs executed in the last five (5) years, including letters of Awards,

Valuation Certificates, Job Completion Certificates, pictures of the projects.

- List of plants/equipment with proof of ownership (where applicable).
- For Joint Ventures/Partnership, Memorandum of Understanding (MoU) should be provided.
- All documents for submission must be transmitted with a Covering/Forwarding Letter under the Company Letter Head Paper bearing, amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.) and e-mail address.

4. SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

Prospective bidders are to submit pre-qualification documents for each of the Lot desired; two bound copies of a signed application letter and supporting pre-qualification information/documents with an electronic copy of submission in CD format and packaged in **one (1) sealed envelope**, which must be clearly marked **"PRE-QUALIFICATION FOR (State the name of the Project and the LOT number)"** submitted to the office of:

**The Manager,
Procurement Department,
Nigerian Content Development and Monitoring Board,
Nigerian Content Tower,
Ox-Bow Lake, Yenagoa,
Bayelsa State, Nigeria.**

5. OPENING OF PRE-QUALIFICATION DOCUMENTS

All submission should reach the address on or before **12noon on Monday 13th, September 2021.**

All received pre-qualification documents will be opened immediately after the close of submission at **the Conference Room, 14th Floor, Nigerian Content Tower, Ox-Bow Lake, Swali-Yenagoa** in the presence of bidders or their representatives. Please ensure that you sign the Bid Submission Register at the Procurement Department, Nigerian Content Tower, Swali, Yenagoa, Bayelsa State as NCDMB will not be held liable for misplaced or wrongly submitted pre-qualification documents.

6. GENERAL INFORMATION

- Bids must be in English Language and signed by an official authorized by the bidder.
- Bids submitted after deadline for submission would be returned un-opened.
- All cost would be by the bidder.
- Note that only pre-qualified Contractors shall be invited to collect the bid documents.
- A company CAN NOT bid for more than two (2) lots.
- The NCDMB is not bound to pre-qualify 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

**Manager, Procurement Department,
Nigerian Content Development and Monitoring Board
(NCDMB).**