



NIGERIAN CONTENT DEVELOPMENT AND MONITORING BOARD (NCDMB)

NCDMB CORPORATE HEADQUARTERS: ISAAC BORO EXPRESSWAY, OPOLO PMB 10 YENAGOA, BAYELSA STATE

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REQUEST FOR PROPOSAL to conduct LOCATION ANALYSIS to Determine Suitable Location for Establishing Subsea Research and Development Center

NCDMB and SNEPCO have agreed to establish a Subsea Research and Development Center as part of R&D plan for Bonga South West Project with focus on Manpower training and development. The Subsea Research Center will be affiliated to a university or polytechnic offering opportunities to bridge the massive deficit in manpower capability for offshore operations.

1. STATEMENT PURPOSE

A three stage implementation schedule has been developed to deliver the project.

1. Carry out **location analysis**, to determine the most suitable location for siting the Center, for maximum impact on utilization, maintenance and sustainability
2. Carry out **needs assessment**, to determine facility, equipment, manpower and process needs
3. **Develop the Subsea Research and Development Center**, to host state of the art equipment including prototype subsea facilities and necessary accreditation to award globally recognized certificates.

This project is in fulfilment of phase 1 –location analysis

SCOPE OF SERVICE (Terms of Reference):

1. Location- Three locations are being considered for the centre are:
 - a. SNEPCo office in Port-Harcourt
 - b. Niger Delta University (NDU) Amasoma, Bayelsa state
 - c. Aker-Solutions in Yenagoa, Bayelsa state
2. Location Analysis:

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- a. Accessibility to location
 - Access and quality of social amenities in location-power, water
 - Ease of access to city and location by road and air transport
- b. Security assessment
 - Location with the least security challenge to host the center.
 - Risk assessment and mitigation actions
- c. Availability of building to host the center
 - Availability of standard building to host the center
 - Available equipment and other facilities in the center

2. PROJECT COMPLETION SCHEDULE

This service is expected to be completed within 60 days from the date of execution of contract.

3. CONDITIONS FOR ELIGIBILITY

All bids must be accompanied with the following:

- I. Evidence of company registration with Corporate Affairs Commission (CAC) and support documents showing that the company is at least 51% Nigerian owned and other relevant CAC Forms - C02 and C07, Memo and Articles, ID of Company promoter
- II. Profile of Company detailing the name of the company, list of staff and their CVs, evidence of similar jobs executed within the past 3 years, contact persons, office and contact address including telephone numbers and email addresses
- III. Evidence of Tax Clearance for the past three (3) years. copy of the company's current Tax Clearance Certificate ending Dec 2020, certified by the issuing Tax office of the FIRS and evidence of payment.
- IV. Current certificate of compliance with the Pension Reform Act
- V. Current certificate of compliance with ITF Act
- VI. Evidence of compliance with the NSITF
- VII. Sworn Affidavit that none of the Directors of the Company has been convicted in any Country for any criminal offence relating to fraud or any financial impropriety or criminal misrepresentation or falsification of facts relating to any matter and that no officer of the relevant committees of Nigerian Content Development & Monitoring Board(NCDMB) or Bureau is a former or current Director, Shareholder or has any pecuniary interest in the bidder and confirm that all information presented in its bid are true and correct in all particulars
- VIII. Technical approach/ Work Plan/ Schedule
- IX. Interim registration report (IRR) as an evidence of registration on the National data base of contractors/consultants & service providers at Bureau for Public Procurement(BPP)

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- X. Must be registered with DPR to do business in the Oil and Gas company (Relevant Category)

Two (2) copies of the bound application and supporting documents must be submitted in a sealed envelope marked on the top left-hand corner of the envelop – **“Proposal to conduct Location Analysis for Establishing Subsea Research and Development Center”**

4. COMMERCIAL ARRANGEMENT

Financial proposals can be submitted based on industry standard rates as applicable to this service.

5. SUBMISSION

The Technical and Financial Proposals should be submitted simultaneously in two separate sealed envelopes each and both placed in a bigger sealed envelope clearly marked on the top left hand corner of the envelop as indicated below.and addressed to: -

- I. **The Manager, Procurement Department, Nigerian Content Development and Monitoring Board, GLASSHOUSE, Isaac Boro Expressway, Opolo - Yenagoa,**
- II. **All Submissions close at 12 Noon, Friday, July 24th, 2020**
- III. Tenders received after the deadline shall not be considered and NCDMB shall owe no explanation for any rejection.

SIGNED

Manager, Procurement Dept (NCDMB)

10th July, 2020.

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