



**THE SHELL PETROLEUM DEVELOPMENT COMPANY OF NIGERIA LIMITED (SPDC)
TENDER OPPORTUNITY: Integrated Facility Management (IFM) for SPDC Real Estate Services**

**TENDER REF: CW461429
NIPEX NUMBER: SPDC.00000398**

1.0 INTRODUCTION

The Shell Petroleum Development Company of Nigeria (SPDC) in its role as operator of the NNPC/SHELL/TEPN/AGIP Joint Venture, on behalf of the Joint Venture, hereby invites reputable registered Nigerian companies (DPR registered and licensed) with proven experience in Real Estate facility management services to apply for selection into the bid list of the tender for **Integrated Facility Management (IFM) for SPDC Real Estate Services**. The proposed contract is scheduled to commence in Q1 2022 and remain active for 36 months with a one-year extension option.

2.0 SCOPE OF WORK:

The IFM scope includes but not limited to:

- a. Planning, Supervision, Quality Assurance & Quality control (QA/QC) for all FM services including routine operations (housekeeping and environmental services), reactive and corrective civil/electrical maintenance (RCM), planned preventive maintenance (PPM), minor real estate projects and non-routine works, such as minor building upgrades, road re-surfacing, etc.
- b. Contract administration: Developing and implementing contractor performance management system (SLAs, KPIs, etc) for FM Services contracts which are executed by both host community and specialist vendors. Inspections and scheduled maintenance assurance checks. Provision of Facility Management Body of Knowledge (Templates, Work Procedures, Checklists). Carrying out feasibility studies, market surveys, bench marking, price checking and development of unit rates for contracts.

3.0 MANDATORY REQUIREMENT

1. To be eligible for this tender exercise, interested contractors are required to be pre-qualified as essential service vendors in the following categories, viz. **3.18.24- Facility Management** and **3.01.01- Project Administration Services**.

Only successfully pre-qualified suppliers in this category will receive Invitation to Technical/Commercial Tender.

2. To determine if you are pre-qualified and view the product/service category you are listed for: Open <http://vendors.nipex-ng.com> and access NJQS with your log in details. Click on the Products/Services Status tab to view your status and product codes.

3. If you are not listed in a product/service category but you are registered with DPR to do business, contact NipeX office at 8, Bayo Kuku Street, Ikoyi, Lagos, with your DPR certificate as evidence for necessary update.

4. To initiate the NJQS prequalification process, access www.nipex-ng.com to download the 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 REQUIREMENT

Vendors are to demonstrate strict compliance with the provisions of Nigerian Oil & Gas Industry Content Development Act and also provide the following requirements:

- Demonstrate that the entity is a Nigerian Registered Company, or Nigerian Registered Company as the contracting entity in genuine alliance or joint venture with foreign company with details on scope and responsibilities of parties for this work. Such companies must show evidence of joint venture binding agreement duly signed by the CEOs of both companies including evidence or plans of physical operational presence and set-up in Nigeria.
- International or multinational company working through a Nigerian subsidiary must demonstrate that a minimum of 50% of equipment to be deployed for execution of work shall be owned by the Nigerian subsidiary by providing a list of equipment for this tender and indicating those that will be owned by the Nigerian subsidiary.
- Furnish details of company ownership and shareholding structure. Also submit clear photocopies of your CAC Forms CO2 and CO7.
- Provide evidence of what percentage of your key management positions is held by Nigerians and what percentage of the total work force are Nigerians. Also, show overall percentage of work to be performed in Nigeria and those by Nigerian resources relative to total work volume.
- Provide a Nigerian Content Plan providing a detailed description of the role, work scope, man-hours and responsibilities of all Nigerian companies and personnel that would be involved in executing the work. Also provide details of Nigerian Content focal point or manager.
- State proposed total scope of work to be conducted by Nigerian personnel (whether contracted directly or under subcontract agreements) with names and addresses including evidence of well-equipped offices and workshop; attach past experience of such patronage.
- Specific to this work, provide detailed plan for staff training and development on equipment repairs & maintenance and procurement (including all software to be used, number of personnel, name of organization providing such training and evidence of past training record) for Nigerian personnel including description of any specific programs in place for transfer of technology and skills to indigenous businesses and Nigerians over the next five (5) years.
- Location of in-country facilities (Storage, workshops, repair & maintenance facilities and testing facilities)

- Contractor must be willing and able to provide evidence of maximization of made in Nigeria goods and services.
- Provide details on any other Nigerian Content initiative your company is involved in.
- For position to be occupied by an expatriate, submit verifiable evidence of expatriate quota approval or NOGIC expatriate biometric system card approved by NCDMB
- For key personnel who will execute work scope and/or services to be provided by subcontractors, submit binding memorandum of agreement with organization providing such personnel and service.
- All service companies are required to sign a MOA with the relevant research clusters. The MOA shall indicate how the service company intends to use the relevant research clusters during project execution to the satisfaction of the Board. Researchers that meet the technical requirements of the Board shall be notified on the Research Cluster they belong to: and they will be required to upload research proposals relevant to their cluster unto the NOGIC JQS portal (<http://www.nogicjqs.com>) on request.
- All Tenderers to submit Human Capital Development (NCD) training in line with the NCDMB HCD Guideline 2014.
- Provide evidence of registration with Nigerian Banks, Insurance companies and Legal system in Nigeria and show evidence of operation for the pass years.

5.0 CLOSING DATE Only Tenderers who are registered in the **3.18.24- Facility Management and 3.01.01- Project Administration Services** categories as at **11.10.2021** being the advert close date shall be invited to submit technical bids.

6.0 ADDITIONAL INFORMATION.

- All costs incurred in preparing and processing NJQS prequalification shall be to the contractor's accounts.
- This advertisement shall neither be construed as any form of commitment on the part of SPDC to award any contract to any company and or associated companies, sub-contractors or agents, nor shall it entitle prequalified companies to make any claims whatsoever, and/or seek any indemnity from SPDC and or any of its partners by virtue of such companies having been prequalified in NJQS.
- SPDC will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or Agents.

Please visit NipeX portal at www.nipex-ng.com for this advert and other information. Also note that this contract will be progressed through NipeX system.