



**STAR DEEP WATER PETROLEUM LIMITED**  
A Chevron Company  
OPERATOR OF THE AGBAMI UNIT (OML 127/128)

**TENDER OPPORTUNITY**  
**PROVISION OF COMPETENCY MANAGEMENT SYSTEM (ASSESSMENT AND VERIFICATION TOOL), JOB COMPETENCY MODELS, ON-THE-JOB LEARNING SPECIALISTS, ASSESSORS AND TRAINERS FOR CHEVRON WORKFORCE**

NipeX TENDER No: STARDEEP0000069

**1. INTRODUCTION:**

Star Deep Water Petroleum Limited (SDWPL) invites interested and prequalified companies with relevant experience in the provision of Competency Assessment System (Assessment and Verification Tool), Job Competency Models, On-the-Job Learning Specialists, Assessors, and Trainers required to support Chevron operations in Nigeria. The services are estimated to commence December 2021 for two (2) years with an optional 1-year extension.

**2. BRIEF SCOPE OF WORK:**

The Scope of Work for the Service shall include but not limited to the following;

Provision of support to Company (Agbami, Escravos and EGTL) for the coordination and IT development of the competency management system and Skills Enhancement Process. Successful bidder will also provide Operations Management competency and IT Development Specialist/Support as daily/monthly onsite/field support to ensure efficient operations of processes, systems, training of users, Field On-The-Job Training Support Services and resolution of all technical issues.

Below listed services at Company's facility shall be required to enhance Company's competency level requirements:

**I. Skill Enhancement Process/Competency Management System Online**

- a. Job Competency Model Development
  - i. In-place Job Competency Model Review/Check
  - ii. Additional Job Competency Model Build
  - iii. Training Resource Match-up
- b. Professional Supports
  - i. CMS Re-training
  - ii. Assessment training
  - iii. Verifications
- c. Day-to-Day Operations
  - i. User Set-up/Administration
  - ii. Administrative Reports
  - iii. System/Server Setup and Management/Update
  - iv. System Troubleshooting

**II. Skill Enhancement Process/Competency Management System Support**

Provision of support to COMPANY (Agbami, Escravos and EGTL) for the coordination and IT development of the competency management system and Skills Enhancement Process. Contractor will provide competent individuals for the positions of Operations Manager and IT Development Specialist/Support as daily/monthly onsite/field support to ensure efficient operations of processes, systems, training of users, Field On-The-Job Training Support Services and resolution of all technical issues.

**III. Verification Services**

- a. Provision verification assessments in the field following the assessment process, covering COMPANY (Agbami, Escravos and EGTL) locations and job functions
- b. Provision of verification services per the Skills Enhancement and Assessment methodology and work-related activities

Contractor shall have fully accredited international competency management system and processes in line with OPITO and Chevron Corporation competency standards"

**3. MANDATORY TENDER REQUIREMENTS:**

- A. To be eligible for this tender exercise, interested bidders are required to be **pre-qualified and 'live'** in the **"3.18.13 -Training Course / Seminar Services"** product/category in the NJQS data base.
- B. To confirm 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 Products/Services tab to view your status and product codes
- C. If you are not listed in this product/service category, and you are registered with DPR to do business for this category, please contact NipeX office at 8-10, Bayo Kuku Road, Ikoyi Lagos with your DPR certificate as evidence for verification and necessary update.

D. To initiate the JQS pre-qualification process, please access [www.nipex-ng.com](http://www.nipex-ng.com) click on services tab followed by NJQS registration.

E. To be eligible, all interested bidders must comply with the Nigerian Content requirements in the NipeX system.

**4. NIGERIAN CONTENT**

SDWPL is committed to the development of the Nigerian Oil and Gas business in observance with the Nigerian Oil and Gas Industry Content Development Act 2010 (NOGICD Act) enacted by the Federal Government of Nigeria in April 2010.

Pursuant to enactment of the NOGICD 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 target as may be directed by the Nigerian Content Development and Monitoring Board (NCDMB).

Contractors shall comply with the provisions of the NOGICD Act and all applicable regulations. Bidders that do not meet the Nigerian Content criterion will not be allowed to participate in next Tender Stage

The following are the Nigerian Content requirements bidders are expected to comply with in their technical bid submission.

- A. 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) and other evidence of entity's incorporation, shareholding & ownership structure in Nigeria. Tenderer shall provide evidence of registration on the NCDMB NOGIC JQS AND DPR.
- B. Provide evidence of the percentage of 1) key management positions that are held by Nigerians and 2) total work force that are Nigerians. Also, show overall percentage of work to be performed by Nigerian resources relative to total work volume.
- C. Provide in-country committed facility not limited to administrative and Technical office.
- D. In line with HCD guidelines, Tenderer shall submit Project-Specific training, man-hour, budget, skill development and understudy plan for Nigerian personnel utilizing OGTAN registered trainer(s) or other approved NCDMB training institution(s).

**5 CLOSE DATE**

Only bidders who are **pre-qualified and 'live'** with NJQS Product/Category **3.18.13 -Training Course / Seminar Services** by **16:00 Hours, May 31, 2021**. being the advert close date shall be invited to submit both Technical and Commercial bids.

**Additional Information:**

- Companies eligible for this tender opportunity are expected to be prequalified in NJQS under the above product/service categories.
- The Invitation to Tender (ITT) and any further progression of this tender shall be via NipeX. Interested bidders are therefore advised to ensure they are set-up in NIPeX with a valid and active official company email address accessible by all in their organization as this shall be the only means to transmit the ITT
- Bidders, who, for this bid process enter a JV, Partnership, Consortiums, etc. with another bidder bidding for this service will be disqualified.
- All costs incurred by a bidder in preparing / processing NJQS prequalification and participating in this tendering process shall be to the bidder's accounts.
- This advertisement shall neither be construed as any form of commitment on the part of SDWPL 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 SDWPL and or any of its partners by virtue of such companies having been prequalified in NJQS.
- The Planned tendering process shall be the Double Envelop NNPC NipeX contracting process requiring pre-qualified companies to submit both technical and commercial tenders at the same time.
- SDWPL reserves the right to reject any and or all pre-qualified bids at its sole discretion and at no cost to SDWPL.
- SDWPL will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or agents.