



# TOTAL E&P NIGERIA LIMITED



## TENDER OPPORTUNITY FOR: PROVISION OF NAIRA OPERATIONAL INSURANCE POLICIES

**Nipex Ref. No: 1000004780**

### 1. INTRODUCTION

Total E&P Nigeria Limited (TEPNG) operator of the NNPC/TEPNG Joint Venture invites interested and reputable Nigerian registered insurance companies with relevant experience to tender for the technical bidding phase for the provision of dollar operational insurance policy.

### 2. SCOPE OF WORK

The JV Naira Operational Insurance consists of the following policies (i) Employers Liability Insurance (ii) Motor Vehicles (iii) House-owners' Comprehensive (iv) Plant All Risks (v) Group Life Assurance (vi) Marine Cargo. The Insurer shall provide comprehensive cover for all classes of insurance except life-related policies where cover shall be for death, critical illnesses, temporary and permanent disability, medical, surgical and hospital expenses incurred in connection with an accident whether a disablement benefit is payable or not. The insurer shall also retain 100% percentage of the risk in Nigeria and handle all claim services, endorsements, policy documentation etc.

### 3. CONDITION FOR SELECTION

Insurance Company seeking to be selected must satisfy the following conditions.

1. Be a Limited Liability Company registered in Nigeria and licensed by the National Insurance Commission (NAICOM) to transact either Life or General Insurance Business.
2. Have a net asset of not less than N4bn for Life and N5bn for Non-Life.
3. Have acquired good experience in life or general insurance business.
4. Have adequate and qualified staff with experience in Life or General insurance business.
5. Must be in good standing as regards prompt settlement of all claims reported to date.
6. Have business relationship with competent Insurance Broker(s) with good reputation and experience in Life or General Insurance business
7. Must be a good corporate citizen of Nigeria that pays its taxes as and when due.

### 4. MANDATORY REQUIREMENTS

- a.) To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the Life and Non-Life Categories (3.14.05 – Life Insurance Services; 3.14.07 – Non-Life Insurance Services; 3.14.09 – Employer Liability insurance Service) in NipeX Joint Qualification System (NJQS) database. All successfully pre-qualified suppliers in this category will receive Invitation to Technical Tender (ITT).
- b.) To determine if you are pre-qualified and view the product services category you are listed for; open <http://vendors.nipex-ng.com> and access NJQS with your login details, click on Continue Joint Qualification Scheme tool, click check my supplier status and then click supplier product group.
- c.) If your company is not listed in the product/service category and you are registered with DPR to do business in 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 NJQS pre-qualification process, access [www.nipex-ng.com](http://www.nipex-ng.com) to download the application form, make necessary payments and contact NipeX office for further action.
- e.) To be eligible, all tenders must comply with the Nigerian Content requirements in the NipeX system.

### 5. NIGERIAN CONTENT REQUIREMENTS

COMPANY is committed to the development of the Nigerian oil and gas business in compliance with the Nigerian Content Act 2010 for Nigerian Content Development.

As from the commencement of this 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 targets as may be directed by the Nigerian Content Development and Monitoring Board (The Board)

Tenderer shall comply with all the provisions of the Nigerian Content Act that relate to this contract but in particular comply with the minimum Nigerian Content % for the scopes which are covered in the Schedule of the Act and any other requirement that may arise from time to time not explicitly stated in this contract but which apply to the contract in fulfillment of the Nigerian Content Act, in the submission of their Tender.

Failure to fully comply with the Nigerian Content Act or demonstrate commitment to Nigerian Content Development Policy of the Nigerian government shall result to disqualification from bidding this contract.

Tenderers shall provide evidence of Registration by National Insurance Commission (NAICOM) and Nigerian Insurance Association (NIA).

#### As part of their submissions, Tenderer shall:

1. Develop a Nigerian Content Execution Plan (NCP), which shall explain the methodology of how it intends to comply with the requirements of the Act and how to achieve the set target(s) in the Schedule of Nigerian Oil & Gas Industry Content Development Act and any targets set by The Board.

2. Only Nigerian registered company with greater than or equal to 51% Nigerian shareholding shall bid for this work scope. Submit certified copies of CAC forms 02 & 07 and or evidence of entity's incorporation, shareholding and ownership structure in Nigeria.
3. In line with the NCD Human Capacity Development Initiative, Bidder shall commit to providing 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).
4. Provide evidence (personnel list and positions with organization chart to substantiate) of percentage of management that are Nigerian Nationals and the percentage of the total workforce that are Nigerians.
5. Submit Tenderer's corporate organization's overall human resources structure (management, supervisors, senior & junior skilled officers etc.) identifying positions manned/occupied.
6. Tenderers shall provide evidence of Registration by National Insurance Commission (NAICOM) and Nigerian Insurance Association (NIA)

**NOTE:** Failure to comply with the provision of the Nigerian Content Act 2010 or to demonstrate commitment to the development of the Nigerian Content Policy shall result in disqualification from this bidding process.

### 6. ADDITIONAL INFORMATION

Tenderers are to provide current NAICOM registration certificate and approved financial report/ statement

#### Bidding shall be acceptable and evaluated on individual as well as Consortium basis provided that Consortium shall:

- Agree with the lead underwriter for the consortium
  - Have executed a Memorandum of Agreement (MOA)
  - Obtain NAICOM certification for the consortium
  - Obtain NAICOM certification for the consortium consolidated Financial Report/Statement.
  - Obtain NAICOM approval for reinsurance offshore on the basis that local capacity has been exhausted.
  - Provide acceptable reinsurance treaty from Reinsurance Companies with A+ rating.
- a.) Failure to provide any of the listed documents or information may automatically disqualify the Supplier.
  - b.) This notice and the ensuing qualification process neither create any commitment by TEPNG nor establish any legal relationship with TEPNG.
  - c.) All costs incurred in registering and prequalifying for this and other service categories in NJQS shall be borne solely by the Contractors/suppliers.
  - d.) This advertisement shall neither be construed as an Invitation to Tender (ITT) nor a commitment on the part of TEPNG to award a contract to any supplier and/or associated companies, subcontractors or agents.
  - e.) The ITT and any further progression of this tender shall be via NipeX Interested bidders are therefore advised to ensure that their profiles in NipeX are active with a valid official email address accessible by their organization as this shall be the only means to transmit the ITT.
  - f.) Tendering process will be the NNPC contracting process requiring pre-qualified companies to submit technical tender first. Following a technical review, only technically and financially qualified contractors will be requested to submit commercial tenders.
  - g.) Man-hour figures for Capital Project Portfolios are estimates to provide definition to the scope and do not constitute guaranteed quantities.
  - h.) COMPANY will only recognize and correspond with duly authorized officers of the pre-qualified bidders and NOT through individuals or agents acting on their behalf.
  - i.) Interested contractors should note that TEPNG has very cordial relationship with the host communities of the sites where these services will be performed based on existing Memorandum of Understanding (MOU). Prospective contractors will be required to implement the obligations of the MOU as part of their contract.

### 7. CLOSING DATE

Only Tenderers who are registered in the Life and Non-Life Categories (3.14.05 – Life Insurance Services; 3.14.07 – Non-Life Insurance Services; 3.14.09 – Employer Liability Insurance services) as at **29/09/2020** being the advert close date, shall be invited to submit Technical Bids

**Please visit NipeX portal at: [www.nipex-ng.com](http://www.nipex-ng.com) for this advert and other information  
ES/NCDMB/TOTAL/ADV/UPD/270720/PROVISION OF NAIRA OPERATIONAL INSURANCE POLICY**