



SEPLAT ENERGY PLC

(ON BEHALF OF THE NPDC/SEPLAT JOINT VENTURE)



Tender Title:

**PROVISION OF OPERATIONS AND MAINTENANCE SUPPORT FOR NATIONAL OILWELL VARCO (NOV) PUMPS SETS AT WESTERN ASSET LOCATIONS**

**NipeX Number: SEPLAT.00000100**

## 1.0 INTRODUCTION:

This proposed contract will ensure proper focus on maintenance, running pump-sets and improve the uptime of the pump sets and consequently, improve our production target. This will ensure there are no catastrophic failure of The equipment. Contractors shall provide maintenance services of the pump inventory listed below:

- |                                       |                                                |
|---------------------------------------|------------------------------------------------|
| 1. Amukpe LTF/ Flow station Facility: | 14 Nos. National Oil Varco of various capacity |
| 2. Amukpe Buffer Tank:                | 3 Evacuation pumps                             |
| 3. Oben Flow Station:                 | 9 Nos. National Oil Varco of various capacity  |
| 4. Sapele Flow Station:               | 5 Nos National Oil Varco of various capacity   |

These Pumps are driven by Caterpillar Gas Engines type G3412, and G3408

The operating integrity of these units are good; however, the availability and reliability could be further enhanced by spares availability and optimum maintenance. The vendor shall engage competent, certified & trained Engineers and Labour capable of carrying out all operations & maintenance of SEPLAT PUMPS SKIDS and packages, such packages shall include the gearbox, booster Pumps, Suction and Discharge Valves etc

The proposed contract is to award this contract to two OEM representatives, based on the number of Pumps with Amukpe standing alone, while Oben and Sapele standing on the other side.

Metrics to measures	Target
% Schedule Compliance	> 90%
Percent % Planned Work	> 85%
Production Breakdown losses	<2%
Asset Availability	>98%
MTTR	< 48 hrs
Fluid end inspection for Pumps	Quarterly
% of PM/PdM completed on-time	>98%
Potential failure identified	> 95%
Maintenance Cost	5-10% Quarterly Cost Reduction ( <b>Savings</b> )
<b>HSE</b>	
LTI	Zero
Fatality	Zero
Contractor's HSE meeting	Monthly
Compliance with the contract terms	100%
Prompt payment of salary	Between 25-last day of the Monthly
Payment benefits compliance (HMO, Insurance &	100%
Compliance with local/national labour law	100%
Health coverage staff & qualified dependents	Standard
Prompt Submission of invoice	First week of each Month

## CONTRACT ADMINISTRATION & POST-AWARD PERFORMANCE REVIEW

- Issuance of monthly pay slip with details of deduction such as Tax etc.
- Annual issuance of tax clearance to all personnel.
- Issue evidence of pension deduction payments to PFA managers to all personnel.
- Provision of retainership/HMO for employees and qualified dependent.
- Ensure proper termination of contracts with regards to contract terms/conditions and issue a new contract when extended.
- Quarterly contract review meeting in line with the contract terms and conditions which must be documented and signed off by all parties such as contractor, contract manager/holder and HR appointed personnel.
- All service contract issues and challenges should be channeled through the contract manager or its appointed contract holder.
- Employer/vendor or labor service contractor shall issue their company identity card to all employees working in Seplat facilities while their service last in our premises.

## Employee salary framework

The personnel (contract staff) salary structure shall follow the employee salary framework guideline as instructed by Seplat.

**The proposed strategy will utilize the NipeX contracting platform to run the tendering process.**

## 2.0 SERVICES REQUIRED/SCOPE OF WORK:

As a minimum requirement, the selected contractors shall have the necessary experience, capability and shall be fully responsible for the provision of the services as detailed in the table below for use in the onshore and shallow waters operations.

<i>S/N</i>	<i>SERVICE CODE</i>	<i>Tender Ref. Number</i>	<i>SERVICES</i>	<i>BRIEF DESCRIPTION OF SCOPE OF WORK (INCLUDE BUT NOT LIMITED TO THE UNDERSTATED)</i>
1	3.05.11		PROVISION OF OPERATIONS AND MAINTENANCE SUPPORT FOR NATIONAL OILWELL VARCO (NOV) PUMPS SETS AT WESTERN ASSET LOCATIONS	<p>The scope of works to be undertaken shall include, but not limited to, the following:</p> <ol style="list-style-type: none"><li>1. Provision of competent technical support personnel Mechanical, Instrumentation and Electrical discipline to carry out the services detailed in the work scope to maintain 98% Pump availability. Additional personnel may be called upon on an as needed basis depending on operational requirements and workload.</li><li>2. Provision of OEM support and training/guidance for technicians when required on the job at the expense of the Vendor.</li><li>3. The technical personnel covered in this contract shall run full 24/7 as cover with respect to services within this contract.</li><li>4. Vendor shall provide competent work force for daily execution of work orders and FLM, in Seplat facilities as follows.</li><li>5. Seplat maintains min-max of all critical spares in the warehouse which are directly sourced through an agreement with the OEM Reps to ensure the quality and provide the required insurance. The O &amp; M vendor shall leverage on this and may be required to provide intervention spares if required during this contract. The lean/ Just-in-time strategy to decongest our warehouse inventory, equipment deterioration in our warehouse and cost optimization.</li><li>6. Vendor shall provide required Tools for the implementation of this contract.</li><li>7. The provision of vehicle and tools should be included in CASHES/Premob payment in the schedule of rate. No separate payment or monthly payment. The contractor shall provide &amp; maintain a fit-for-purpose vehicle that meet the HSE requirement of SEPLAT where necessary.</li></ol>

				<ol style="list-style-type: none"> <li>8. Vendor shall carry out troubleshooting on faulty equipment shall be carried out and resolved within 48 hours and conduct preliminary RCA on Equipment failures.</li> <li>9. Vendor shall produce monthly Equipment Performance reports summary in line with the set KPIs, and Monthly Equipment run hours for trending. Also, a daily report on equipment status shall be issued to the Maintenance Lead on Site.</li> <li>10. Vendor shall ensure the close out of scheduled PMs on Equipment to maintain good working conditions through the Maintenance Lead on site.</li> <li>11. Vendor shall also carry out overhaul on Equipment in line with Seplat guidelines and best practiced. And shall carry out all OEM recommended preventive maintenance inspections on Equipment as required and issue report.</li> <li>12. Vendor shall ensure the function test of Equipment Shutdown devices and ensure they are active all times. And carry out corrective maintenance when Equipment goes down. Also ensure the safeguarding system of the Equipment are in active state.</li> <li>13. Vendor shall collaborate with the field teams to ensure historical records of Equipment are stored accurately for referencing and trending in the provided CMMS.</li> <li>14. Vendor shall attend monthly and quarterly contract review meeting and Field HSE Meetings as scheduled.</li> <li>15. Provision of condition monitoring services &amp; laser alignment equipment to facilitate proper alignment of pumps to drives as the need arises. And carry out checks on Equipment for vibration and resolve challenges as need arises, carry out Oil analysis and issue reports on Monthly basis.</li> <li>16. Vendor shall implement 14/14 work cycle in line with Seplat guidelines.</li> <li>17. Required support shall be on call-off basis and shall be day rate (of 8 Hours – 8:00hours – 17:00 Hours)</li> <li>18. Vendor shall work out plan to cover for staff on annual leave or vacation.</li> <li>19. Provision of the special reliability tools to enable the above condition monitoring.</li> </ol> <p><b>NOTE</b></p> <ol style="list-style-type: none"> <li>20. The new contract shall include a detailed scope of the coverage- list of equipment and rates, such it will enable Seplat to back-charge the contractor when an equipment is down for more than 72hrs without restoration back to service.</li> <li>21. O &amp; M contracts shall be serviced-based going forward and payment for service shall be based on the availability of the equipment of more than 24 days in a calendar Month, otherwise it shall be prorated</li> </ol>
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**CONTRACT STRATEGY:**

The strategy is to engage the services of contractors to execute the activities on provision of operations and maintenance support for national oil well Varco (Nov) pumps sets at western asset locations for a **period of three (3) years with the option of one (1) year extension**. Following this advertisement, companies will be expected to submit their bids as specified thereafter, the bids shall be evaluated and ranked based on the bidder's performance. The contract shall be awarded to the **two most competitive bidders**

at the lowest evaluated **realistic bidder's rates**. NPDC/SEPLAT JV shall retain the selected companies to provide the required services during the contract duration.

### 3.0 **MANDATORY TENDER REQUIREMENTS:**

1. To be eligible for this tender exercise, interested bidders are required to be pre-qualified and 'live' in the relevant product/services categories of NipeX Joint Qualification System (NJQS) database. All successfully pre-qualified and 'live' bidders in this category by the bid close date will receive Invitation to Technical Tender (ITT).
2. To be eligible for this tender exercise, interested bidders are required to be pre-qualified and 'live' in the following NipeX Joint Qualification System (NJQS) categories:

#### ➤ **3.05.11**

3. To determine if you are pre-qualified and view the product/service category you are listed for: Visit <http://www.vendors.nipex-ng.com> and access NJQS with your login details. Click on products/services status tab to view your status and product codes.
4. If you are not listed in a product/service category and you are registered with DPR to do business, contact NipeX Office at 27b Oyinkan Abayomi Drive, Ikoyi, Lagos with your NUPRC certificate as evidence for verification and necessary update.
5. To initiate the JQS pre-qualification process, access [www.nipex-ng.com](http://www.nipex-ng.com), click on services tab followed by NJQS registration.
6. To be eligible, all tenders must comply with the Nigerian content requirements in the NipeX system.

### 4.0 **NIGERIAN CONTENT DEVELOPMENT:**

Seplat as an indigenous exploration and production company in Nigeria is committed to the development of the capabilities of Nigerian companies in compliance with the provisions of the Nigerian Oil and Gas Industry Content Development (NOGICD) Act 2010 for Nigerian Content Development.

Tenderers are to note that they will be requested in the technical tender to provide details of their relevant strategy to ensure that they fully comply with the Nigerian Oil & Gas Industry Content Act, 2010 as provided at <http://www.ncdmb.gov.ng/images/GUIDELINES/NCACT.pdf>, in view of the fact that non-compliance will constitute a fatal flaw in all contract evaluations.

In light of the above, tenderers shall be expected by the Nigerian Content Development Monitoring Board (NCDMB) to:

1. Demonstrate that the entity proposed for execution of the service, is a Nigerian registered company.
2. Furnish details of company ownership and shareholding structure. Also submit photocopies of its CAC Forms CO2 and CO7.
3. Provide evidence of what percentage of its key management positions are held by Nigerians and what percentage of the total work force are Nigerians. Also show overall percentage of work to be performed by Nigerian resources relative to total work volume.
4. Provide a Nigerian Content Plan with detailed description of the role, work scope, man-hours and responsibilities of all the Nigerian companies and personnel that will be involved in executing the work.
5. 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.
6. Provide detailed plan for staff training and development on engineering, project management 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.
7. Provide evidence of domiciliation of project management and procurement centers in Nigeria with physical addresses (not P.O. Box).

8. Provide detailed description of the location of in-country facilities (Equipment, storage, workshops, repair, maintenance, and testing facilities)
9. Provide detailed statement with evidence of how it intends to maximize the use of Nigerian made goods and services.
10. Provide details on any other Nigerian Content initiative the company is involved in.
11. 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).
12. Provide evidence of minimum 50% equity ownership of equipment by Nigerian subsidiary.
13. Provide evidence of NCEC (Nigerian Content Equipment Certificate).
14. Evidence of Registration on the NCDMB NOGIC JQS Portal.
15. Please note that failure to provide any of the above documentation (or requirements) will be a fatal flaw.

#### 5.0 **CLOSING DATE:**

SEPLAT shall download bidders' list from NIPEX PORTAL for companies who are pre-qualified and LIVE in relevant NJQS Product/Services Codes indicated in 2.0 above as at **16:00 hours on 15<sup>th</sup> December 2023**.

Thereafter, a competitive bidding process shall be adopted. Invitation To Tender (ITT) shall be issued for both Technical and Commercial tenders to the approved bidders. Bidders shall revert with 2-copies each of bid packages (hard & soft copies).

#### 6.0 **ADDITIONAL INFORMATION:**

1. All costs incurred in preparing and processing NJQS prequalification and responding to this tender opportunity shall be to the bidder's own account.
2. This "Invitation To Tender" shall neither be construed as any form of commitment on the part of NPDC/SEPLAT JV to award any contract to any bidder and or associated contractors, sub-contractors or agents, nor shall it entitle prequalified bidder to make any claims whatsoever, and/or seek any indemnity from NPDC/SEPLAT JV and/or any of its partners by virtue of such bidders having been pre-qualified in NJQS.
3. The tendering process shall be undertaken in accordance with the NNPC contracting process in compliance with Public Procurement Act 2007.
4. SEPLAT will communicate only with authorized officers of the qualifying bidders at each stage of the tender process, as necessary, and will NOT communicate through individuals or appointed agents.
5. This tender and any related process neither creates any commitment by SEPLAT nor establish any legal relationship.
6. All information must be provided in English Language.
7. Notwithstanding the pre-qualification in NJQS, NPDC/SEPLAT JV is neither committed nor obliged to include your company on any bid list or to award any form of contract to your company and/or associated companies, sub-contractors or agents.
8. NPDC/SEPLAT JV will not enter any form of communication with interested bidder(s) from the commencement date of this "Invitation to tender".
9. Willful submission of any fictitious document will attract suspension from participation in future bids.
10. Only pre-qualified companies in the appropriate registered NipeX Categorization as at the last date of this advertisement will be eligible and shall be invited for tendering.
11. SEPLAT is not obliged to any contract to the lowest bidder or any bidder. It is the sole discretion of NPDC/SEPLAT JV to decide on award of contract.
12. SEPLAT will not enter correspondence with any company or individual on why a company was short-listed or not short-listed.
13. Evaluation of tenders and selection of successful bidders will be based on proven capability of a bidder to offer the service and submission of the lowest evaluated responsive tender.
14. Full tendering procedure will be provided only to contractors that have been successfully prequalified in NJQS.

15. Contractors that are prequalified for this product/service category in NJQS must ensure that the name and contact details (physical address, email address and telephone number) of their company and authorized/responsible personnel is up-to-date in their company profile in the NJQS database.
16. The tendering process shall be the NIPEX contracting process requiring pre-qualified companies to submit technical tenders first. Following a technical review, which will focus on the disqualification criteria, only technically and financially qualified contractors will be requested to submit commercial tenders.

**NCDMB CERTIFICATION: ES/NCDMB/SEPLAT/ADV/IPPG/161023/PREOVISION OF OPERATIONS AND MAINTENANCE SUPPORT FOR NATIONAL OILWELL VARCO (NOVO PUMPS SETS AT WESTERN ASSET LOCATIONS**

Please visit NipeX portal at [www.nipex-ng.com](http://www.nipex-ng.com) for this advert and other information and note that this tender will be processed through NipeX system.

**Disclaimer:**

This "Invitation To Tender" shall not be construed to be a commitment on the part of NPDC/SEPLAT to award any form of contract to any company and/or associated companies, sub-contractors or agents; nor shall it entitle any company submitting documents to claim any indemnity from NPDC/SEPLAT and/or any of its partners by virtue of such companies having responded to this advertisement.