



# SEPLAT ENERGY PLC (ON BEHALF OF THE NPDC/SEPLAT JOINT VENTURE)



## TENDER TITLE: PROCUREMENT OF LUBRICANTS AND CHEMICALS FOR SEPLAT'S WESTERN ASSET OPERATIONS NIPEX NUMBER: SEPLAT.0000103

### 1.0 INTRODUCTION:

Seplat Energy Plc is a prominent Nigerian independent oil and gas company with a focus on exploration, development and production activities in the oil rich Niger Delta region and has established itself as a key player in Nigeria's energy sector. The company is actively engaged in production of crude oil and natural gas. It manages a portfolio of assets that includes producing fields and developing projects, contributing significantly to Nigeria's Hydrocarbon output.

The procurement of Lubricants and Chemicals for Seplat's Western Asset Operations is required to maintain the minimum and maximum inventory stock levels of the lubricants and Chemicals in our warehouse and operating facilities which is key to the safe and smooth operations of the plant and rotating equipment and to prevent downtime of equipment/plant which could result in damage and/or production loss in the western assets (OMLs 4, 38, and 41).

This procurement opportunity presents a chance to collaborate with us on a long-term basis, ensuring a stable and mutually beneficial business relationship. The Contractor is required to provide a wide range of high-quality lubricants and chemicals, as well as robust supply chain solutions that meet our stringent quality and reliability standards. The Contractor shall provide a dedicated, comprehensive, and dependable procurement solution tailored to our unique requirements.

Metrics to Measures	Target
% On-Time Delivery (OTD)	> 98%
Quality Assurance %	> 95%
Quantity Accuracy %	> 90%

HSE	Target
LTI	Zero
Fatality	Zero
Environmental Violation	Zero

Other Metrics	Target
Compliance with the contract terms	100%
Risk Management	<48 hrs
Continuous Improvement	Quarterly
Vendor Evaluation Score	> 75%

### CONTRACT ADMINISTRATION & POST-AWARD PERFORMANCE REVIEW

- 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.
- The Goods Receipt Note (GRN) will be issued after accepting the materials at the warehouse before the invoice will be processed as per standard practice.

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.

S/N	SERVICE CODE	Tender Ref. Number	SERVICES	BRIEF DESCRIPTION OF SCOPE OF WORK (INCLUDE BUT NOT LIMITED TO THE UNDERSTATED)	
1	2.07.11		PROCUREMENT OF LUBRICANTS AND CHEMICALS FOR SEPLAT'S WESTERN ASSET OPERATIONS	The scope of work for the Procurement of Lubricants and Chemicals for Seplat's Western Asset Operations shall be the provision of the following lubricants and chemicals.	
<b>Supply Of The Following Lubricants And Chemicals</b>					
			<b>S/N</b>	<b>LIST OF CHEMICALS AND LUBRICANTS</b>	
				<b>UOM</b>	
			1	Monoethanolamine (Glycol Ph Adjuster)	208 Liters
			2	Xylene	208 Liters
			3	Methanol	208 Liters
			4	Diethylene Glycol	208 Liters
			5	Triethylene Glycol	208 Liters
			6	Omala J 460 (Omala S1w 460)	208 Liters
			7	Shell Rimula R3x	208 Liters
			8	Mysella Spec La 40	208 Liters
			9	Tellus S2m 68	208 Liters
			10	HDAX 5200 Low Ash Gas Engine Oil SAE 40 Chevron	208 Liters
			11	Acetone	208 Liters
			12	Rig Wash (Neatex)	208 Liters
			13	Generator Oil (Rimula R2 SAE 50)	208 Liters
			14	Omala 150 Oil	208 Liters
			15	Corton Ck337	208 Liters
			16	Distilled Water	50 Liters
			17	Total Azorra Hydrax Oil	208 Liters
			18	Shell Gadus - S2 V220 2	50kg
			19	Rotella Oil X40	208 Liters

### CONTRACT STRATEGY:

The strategy is to engage the services of contractors to execute the activities on Procurement of Lubricants and Chemicals for Seplat's Western Asset Operations for a period of two (2) 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 at a ratio of 60:40. NPDC/SEPLAT JV shall retain the selected companies to provide the required services during the contract duration.

### 3.0 MANDATORY TENDER REQUIREMENTS:

- 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).
- 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:  
**2.07.11**
- 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.
- 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.
- 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.
- 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:

- Demonstrate that the entity proposed for execution of the service, is a Nigerian registered company.
- Furnish details of company ownership and shareholding structure. Also submit photocopies of its CAC Forms CO2 and CO7.
- 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.
- 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.
- 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.
- 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.
- Provide evidence of domiciliation of project management and procurement centers in Nigeria with physical addresses (not P.O. Box).
- Provide detailed description of the location of in-country facilities (Equipment, storage, workshops, repair, maintenance, and testing facilities)
- Provide detailed statement with evidence of how it intends to maximize the use of Nigerian made goods and services.
- Provide details on any other Nigerian Content initiative the company is involved in.
- 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 OG TAN registered trainer(s) or other approved NCDMB training institution(s).
- Provide evidence of minimum 50% equity ownership of equipment by Nigerian subsidiary.
- Provide evidence of NCEC (Nigerian Content Equipment Certificate).
- Evidence of Registration on the NCDMB NOGIC JQS Portal.
- 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 **16:00 hours on 12th January 2024**.

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:

- All costs incurred in preparing and processing NJQS prequalification and responding to this tender opportunity shall be to the bidder's own account.
- 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.
- The tendering process shall be undertaken in accordance with the NNPC contracting process in compliance with Public Procurement Act 2007
- 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.
- This tender and any related process neither creates any commitment by SEPLAT nor establish any legal relationship.
- All information must be provided in English Language.
- 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.
- NPDC/SEPLAT JV will not enter any form of communication with interested bidder(s) from the commencement date of this "Invitation to tender".
- Willful submission of any fictitious document will attract suspension from participation in future bids.
- 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.
- SEPLAT is not obliged to any contract to the lowest bidder or any bidder. It is the sole discretion of NPDC/SEPLAT JV to make a decision on award of contract.
- SEPLAT will not enter correspondence with any company or individual on why a company was short-listed or not short-listed.
- 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.
- Full tendering procedure will be provided only to contractors that have been successfully prequalified in NJQS.
- 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.
- 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.

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.