



THE SHELL PETROLEUM DEVELOPMENT COMPANY OF NIGERIA LIMITED (SPDC)



TENDER OPPORTUNITY: OPERATION & MAINTENANCE OF SPDC-OWNED LIGHT VEHICLES AND PROVISION OF CONTRACTOR VEHICLES FOR EAST, WEST, ABUJA, AND BONNY LOCATIONS (CW847605) (NipeX Tender No: SPDC.00000546)

NCDMB CERTIFICATION NUMBER: ES/NCDBM/SPDC/ADV/UPD/070524/OPERATION & MAINTENANCE OF SPDC-OWNED LIGHT VEHICLES AND PROVISION OF CONTRACTOR VEHICLES FOR EAST, WEST, ABUJA, AND BONNY LOCATIONS

1.0 INTRODUCTION

The Shell Petroleum Development Company of Nigeria Limited (SPDC) in its role as Operator of the NNPC/SHELL/TotalEnergies/AGIP Joint Venture hereby announces to interested and prequalified companies an upcoming tendering opportunity for Operation & Maintenance of SPDC-owned Light Vehicles and Provision of Contractor vehicles for East, West, Abuja, and Bonny locations.

SPDC hereby invites reputable and competent Nigerian Companies and alliances with requisite experience and accreditation to apply to be considered for inclusion in the bidders list for subject tender.

The proposed contract will provisionally commence in Q4 2024 and remain active for 5 years' duration, followed by 2-year extension option.

2.0 SCOPE OF WORK/SERVICE REQUIREMENT

Operation and Maintenance of SPDC-owned Light Vehicles in East, West, Abuja and Bonny locations

- Provide competent crew for Company-owned light vehicles that meet SPDC HSSE & SP Control Framework/SEAM standard to support Production, Wells, Development, Infrastructures and Project activities.
- Plan, schedule, dispatch and manage the journey.
- Provide monthly feedback to SPDC on journeys completed
- Provide monthly fuel consumption analysis per vehicle to SPDC for tracking fuel issued.
- Plan/schedule vehicles/equipment for routine maintenance services in line with OEM recommendation.
- Maintain vehicles in line with OEM recommendation using OEM or equivalent certified technicians.
- Use only genuine OEM spare parts or any other certified/approved spare parts by the SPDC Representative
- Deploy appropriate OEM-recommended diagnostics equipment to determine vehicle/equipment faults prior to carrying out repairs including recommending spares to be replaced.
- Provide specialist maintenance repair services for Ambulances and Armoured vehicles through OEM-accredited workshops.
- Conduct regular inspection of vehicles in line with OEM recommendation or as agreed with the Company Representative and carry out appropriate type of maintenance taking cognisance of environmental condition under which equipment is operating, age in service and service risk level.
- Conduct monthly and/or quarterly drivers' performance using data download from the In-Vehicle Monitoring System (IVMS). Provide outcome of such review to the Company Representative, recommendation(s) for sustaining or improving road transport safety in SPDC.
- Conduct own investigation and take active role in incident investigations and contract management review session.

Provision of Contractor-owned Light Vehicles

- Provision of own light soft skinned and Armoured Vehicles (Coaster Buses, Mini Buses, 4WD Vehicles, Pick-ups, Jeeps and saloon cars) with competent and experienced drivers and driver's assistants with valid Nigerian Driver's license, SPDC DEP Certificate, Provisions of Drivers and drivers' assistants that are BOSIET-certified in line with HSSE & SP CF - Land Transport Manual - (for Air and Water borne operations) requirement.
- Provide In-Vehicle Monitoring system compatible to SPDC IVMS/AVT requirement that can be monitored by SPDC when required
- All vehicles must be fitted with factory 3-Point inertia seat belt, effective headrest, proximity sensor, reverse alarm, reverse camera, and be fully compliant with NCAP 5-star rating or OEM-provided documented evidence the vehicle meets ALL UN Standards listed below:
 - UN Regulation 12 (Steering mechanism, frontal impact)
 - UN Regulation 94 & 95 (Frontal & Side collision protection)
 - UN Regulation 14 & 16 (Seat belt anchorages belts and restraint systems)
 - UN Regulation 17 (Strength of seats, their anchorages and any head restraint)
 - UN Regulation 140/GTR 8 (Electronic stability control)
 - UN Regulation 127/GTR 9 (Pedestrian safety)

5.0 CLOSING DATE

Only Tenderers who are registered in the 2.05.02 – Light Vehicles, 2.05.04 – Automobile accessories and 3.05.20 – Vehicle maintenance and Repair Services NJQS product categories **as at 4.00pm on June 14, 2024** 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.

- Vehicles must have valid statutory documents (vehicle license, insurance proof of ownership, etc)
- Vehicles must comply with SPDC pre-mob requirements.
- Receive and process requests for services from SPDC
- Provide daily and monthly feedback to SPDC on the completed journey
- Plan, schedule, dispatch and manage the journey including leading incidents investigations and presenting to SPDC line review Panels
- The age of the vehicles shall not exceed 4 years old/100,000km for Cars and 4 years old/60,000km for buses from first use at the time of introduction into the contract but not more the 7 years at any time within the duration of the contract.

3.0 MANDATORY REQUIREMENTS

1. To be eligible for this tender exercise, interested contractors are required to be pre-qualified as essential service vendors in the 2.05.02 – Light Vehicles, 2.05.04 – Automobile accessories and 3.05.20 – Vehicle maintenance and Repair Services categories in NipeX Joint Qualification System (NJQS) data base. **Only successfully pre-qualified suppliers in these categories will receive Invitation to Technical Tender (ITT).**
2. To determine if you are pre-qualified and view product/service 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.
3. If you are not listed in a product/service category you are registered with NUPRC to do business, contact NipeX office at 27B Oyinkan Abayomi Drive, Ikoyi, Lagos with your NUPRC 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 REQUIREMENTS

- I. To be eligible to participate in this tender, Tenderers must provide evidence of registration on the NCDMB NOGIC JQS.
- II. Demonstrate that entity is a Nigerian registered company with greater than 51% Nigerian shareholding. Submit certified true copies of CAC forms 10, 02 & 07 (or its equivalent; CAC 2.3, 2.4, 2.5, etc.) including company memorandum & article of association and/or evidence of entity's incorporation, shareholding & ownership structure in Nigeria.
- III. Tenderer shall provide evidence of Category 1,2,3,4 or 5 Consultancy and related services NCEC demonstrating capacity to deploy competent crews in executing the work scope.
- IV. 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.
- V. Tenderer shall comply with the latest approved version of NCDMB HCD guideline by committing (via a letter of undertaking) to providing Project-Specific training, man-hour, budget, skill development and understand plan for Nigerian personnel utilizing OGTAN registered trainer(s) or other approved NCDMB training institution(s).
- VI. Tenderer shall provide documented evidence (not limited to ownership/rental of administrative office, maintenance workshop) demonstrating presence in Nigeria for the execution of the work scope.
- VII. In line with the FGN Automotive policies, tenderers shall demonstrate compliance to procuring 50% of all vehicles from Nigerian manufacturers/assembly facilities in the execution of the work scope.