



**The SHELL PETROLEUM DEVELOPMENT COMPANY OF NIGERIA LIMITED (SPDC)
TENDER OPPORTUNITY: PROVISION OF SECURITY SUPPORT SERVICES FOR SPDC FACILITIES
NIPEX TENDER NUMBER: SPDC.00000499**

TENDER REF: WS1433343545

NCDMB CERT. NO.: ES/NCDMB/SPDC/ADV/UPD/120423/PROVISION OF SECURITY SUPPORT SERVICES

1.0 INTRODUCTION

The Shell Petroleum Development Company of Nigeria Limited (SPDC) as Operators of the Joint Venture between itself and the NNPC Upstream Investment Management Services (NUIMS), in its role as Operator of the NNPC/Shell/TEPNG/NAOC Joint Venture hereby invites reputable and competent registered Nigerian companies (Nigerian Upstream Petroleum Regulatory Commission (NUPRC) registered) with proven experience in PROVISION OF SECURITY SERVICES, listed in the scope of work below, to apply for inclusion into the bid.

Bidders will be expected to demonstrate their capability and capacity to accept and deal with the financial and technical complexities associated with a contract of this magnitude and this evidence will be required in the next stage of this Tender.

SPDC hereby invites submissions from reputable and competent Nigerian registered companies having requisite proven experience in the **Provision of Security Support Services in SPDC.**

2.0 SCOPE OF WORK.

The work scope includes the following;

- Provision of Security Advisory/supervisory services for SPDC Facilities.
- Provision of Security Liaison and external relations coordination Services
- Provision of Security Information Management services including data collation, analysis and records.
- Provision of Security Surveillance Services, Access Control and Front Desk Services
- Provision of Budgeting /Planning, contracting and third-party invoice processing services.
- Provision of Technical Security Systems Support Services including implementation, operation coordination, management, maintenance etc of security systems, gadgets communication devices.
- Provision of Security Audit Support & Asset Verifier Services
- Provision of Security Operations Centre Services
- Provision of Coordinator, Security Communication & Technical Services
- Provision of Loss Prevention and Data Management Services
- Provision of Logistics Coordination Services

Key scope activities and deliverables;

- Accountability and verification of Security personnel, staff and equipment and other third party provided services.
- Threat assessments for SPDC assets, risk identification and production of effective mitigation plans.
- Implementation of Security Operating Levels (SOL) requirements, reporting, documentation and mitigation management.
- Implementation of Security plan requirements eg ISPS Code, Access Control, Maintenance of MEZ etc.
- Facility inspection/Audits, Periodic review of security plan, reporting and change management.
- Implementation of Information Collection Plan, intelligence plans, maintenance of in-depth and current knowledge of the political and security environment in the Shell Operational areas.
- Ensuring compliance and delivery of community Based Surveillance performance as contained in Contracts including KPI tracking, processing of changes, vendor integrity due diligences updates etc
- Prepare intelligence briefs/reports, Validate, and publish SIS publication to the business.
- Ensure daily briefing of security personnel on Voluntary Principals of Human Rights (VPSHR), Rules of Engagement (ROE) and Interface management.
- Maintaining database to track assurances on invoices, timely spend accruals, and outstanding vendor payments.
- Manage budget performance, Resolve client invoicing queries/Report
- Implementation of the security communication protocol and tracking for compliance including conducting clear, concise communications, report writing and verbal communications using usual IT/multimedia platforms
- Carry out pre-employment screening and other related activities in line with company policies.

3.0 MANDATORY REQUIREMENTS

1. To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the [Product Group 3.18.05 – Security Services](#) in NipeX Joint Qualification System (NJQS) data base. Only successfully pre-qualified suppliers in this category will receive the Technical and Commercial Invitation To Tender (ITT).
2. To determine if you are pre-qualified and view the product/service category you are listed for, open www.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 and you are registered with NUPRC to do business, contact NipeX office at 8-10 Bayo Kuku Street, Ikoyi, Lagos with your NUPRC certificate as evidence for necessary update.
4. To initiate the JQS 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

Vendors are to demonstrate strict compliance with the provisions of Nigerian Oil & Gas Industry Content Development Act and provide the following requirements:

1. Demonstrate that entity is a Nigerian registered company with 51% or more shareholding capacity. Submit certified true copies of CAC forms 10, 02 & 07. Provide evidence of NUPRC and NOGIC JQS Certificate
2. Tenderer shall provide Location of in-country facilities (not limited to administrative office and technical office) to execute the work scope
3. Tenderer shall provide evidence of Category 1,2,3,4 or 5 non-movable asset (DA) group NCEC, demonstrating capacity and capability to execute the work scope.
4. 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.
5. 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 understudy plan for Nigerian personnel utilizing OGTAN registered trainer(s) or other approved NCDMB training institution(s).

5.0 CLOSING DATE:

Only tenderers who are pre-qualified with NJQS in the category 3.18.05 – Security Services as at 1600hrs, 23rd August 2023 being the advert closing date, shall be invited to submit Technical and Commercial Bids

6.0 ADDITIONAL INFORMATION

- Proposed contracts start date is Q1 2024.
- Contract Duration: 2 years + 1 year extension option.
- All costs incurred in preparing and processing NJQS prequalification shall be fully borne by interested contractors
- All respondents to SPDC must ensure full compliance with the Nigerian Oil and Gas Industry Content Development Act, 2010. (NOGICD) All respondents should educate themselves on the requirements of the NOGICD and ensure full compliance. Non-Compliance is a FATAL FLAW.
- This advertisement of "Invitation to tender" shall not be construed to be a commitment on the part of SPDC 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 SPDC and/or any of its partners. SPDC reserves the right to take final decision on any of the documents received in the pre-qualification/ Technical package.
- SPDC shall communicate only with authorized/responsible personnel of prequalified companies in NJQS and not through unauthorized individuals or agents.
- 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 authorised/responsible personnel are up to date in their company profile in the NJQS database.
- Successful contractors shall be subjected to a Shell facilitated Integrity Due Diligence screening.

Please visit NipeX portal at www.nipex-ng.com for this advert and other information and note that this contract procurement process will be progressed through NipeX system.