

**TotalEnergies Upstream Nigeria Limited
And
TotalEnergies EP Nigeria Limited**

**TENDER OPPORTUNITY FOR
PROVISION OF FREIGHT FORWARDING AND CUSTOMS CLEARANCE
SERVICES
CONTRACT NO. CTR062731**

1. Introduction

TotalEnergies Upstream Nigeria Limited (TUPNI) and TotalEnergies EP Nigeria Limited (TEPNG) issue tender opportunity to interested and reputable Contractors with competent and skilled personnel, suitable equipment and relevant experience for consideration to tender for the Provision of Freight Forwarding and Customs Clearance Services.”

2. Brief Description of the work scope:

Services to be provided shall include as a minimum the following:

2.1 CATEGORY A: INTERNATIONAL SERVICES

- **PACKAGE 1 - International Services Materials:**
Freight Forwarding Services via Air and Sea for materials/equipments originating from Africa, America, Europe & Asia to Nigeria; Port-Harcourt Onne Sea port, Lagos ports and vice versa **including** pick-up expedition with suppliers/manufacturers, inland transportation, tracking, warehousing, regional hub consolidation, packaging as per SEI IV, containerizing, markings, provision of statutory documentations, customs clearance, freight booking, authorities liaisons etc as may be required.

2.2 CATEGORY B: IN-COUNTRY SERVICES

- **PACKAGE 3 – In Country Materials:**
Freight Forwarding Services for Air and Sea Freight shipment arriving Nigeria Port-Harcourt Onne Sea ports, Lagos ports and vice versa **including** temporary storage in bonded facility, authorities liaison, material haulage, provision of statutory documentations, customs clearance, and delivery to company facilities.
- **PACKAGE 4 - In Country Personal Effects:**
Freight Forwarding Services for Air and sea Freight shipment arriving Nigeria Port-Harcourt, Lagos or Abuja ports and vice versa **including** packing and packing for staff going to any part of the world from Lagos, Port Harcourt or Abuja, temporary storage, authorities liaison, haulage, provision of statutory documentations, customs

clearance, delivery and un-stuffing at company facilities or staff residence.

The commencement date estimated for the provision of service shall be **Q4, 2022** with a firm duration of two (2) years and an option to extend for a further period of One (1) year.

3. Mandatory Requirements

1. Tenderers are to submit proposals for Categories A and B.
2. To be eligible for this tender exercise, interested contractors are required to be pre-qualified in the **3.08.10 Freight Forwarding / Logistics Management Services and 3.08.11 Transport Broker and Agent Services** category in NipeX Joint Qualification System (NJQS) database. All successfully pre-qualified suppliers in this category will receive Invitation to submit Technical and Commercial Tender (ITT) for this service.
3. 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 log in details, click on continue Joint Qualification Scheme tool, click check my supplier status and then click supplier product group as evidence for verification and necessary update.
4. If you are not listed in the product/service category and you are registered with DPR to do business, contact NipeX office at 8-10, Bayo Kuku Street, Ikoyi, Lagos with your DPR certificate as evidence for necessary update.
5. To initiate the JQS pre-qualification process, access www.nipex-ng.com to download the application form, make necessary payments and contact NipeX office for further action.
6. To be eligible, all tenders must comply with the Nigerian Content requirements in the NipeX system.
7. Evidence of proper documentation substantiating the ability to undertake the scope of work will be demanded as part of the technical requirements

4. Nigerian Content

- Only Nigerian companies having greater than or equal to 51% Nigerian shareholding and having valid

registration with the Council for the Regulation of Freight Forwarding in Nigeria (CRFFN) shall bid for this work scope.

- Tenderer shall provide evidence of company Ownership Structure form CO2 and CO7, registration on NOGIC JQS and DPR certificate.
- Tenderer shall demonstrate evidence of having a binding Memorandum of Agreement (MOA) with its technical partner capable of assisting the tenderer handle the work scope at international Locations.
- Tenderers to provide evidence of committed In-country infrastructure not limited to administrative office, bonded warehouse in proximity to the port of entry of freight into Nigeria, storage workshop having packaging and un-packaging area) to support the scope of work.
- Tenderer shall demonstrate evidence of Nigerian ownership of delivery equipment (Cargo and Trucking services).
- 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.
- Bidder shall provide evidence of category 1,2,3,4 or 5 Non-movable Assets (DA) group NCEC to demonstrate capacity and capability to execute the work scope.
- In line with the latest NCD Human Capacity Development Initiative, Tenderer 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).

5. Closing Date: Only Tenderers who are registered with NJQS Product/category **(3.08.10 Freight Forwarding /**

Logistics Management services and 3.08.11 Transport Broker and Agent Services) as at 15:00Hrs on 18th July 2022 being the advert close date shall be invited to submit both Technical and commercial Bids.

6. Additional Information:

Tenderers eligible for this tender opportunity are expected to be pre-qualified in NJQS under the product/service category.

To enable interested pre-qualified suppliers use the NipeX system to progress the tender, they should contact NipeX and include in their company profile a name of a principal personnel, his/her phone number and the company's general office e-mail address for set-up and training.

All costs incurred in preparing and processing NJQS pre-qualification shall be for the account of tenderer.

This advertisement shall neither be construed as any form of commitment on the part of TUPNI or TEPNG to award any contract to any company and or associated companies, sub-contractors or agents, nor shall it entitle pre-qualified companies to make any claims whatsoever, and/or seek any indemnity from TEPNG and or any of its partners by virtue of such companies having been pre-qualified in NJQS.

The tendering process shall be the NNPC contracting process requiring pre-qualified companies to submit technical tenders first. Following a technical review, only technically and financially qualified contractors will be requested to submit commercial offers.

TUPNI and TEPNG will communicate only with authorized officers of the pre-qualifying companies and NOT through individuals or Agents.

Please visit NipeX portal at www.nipex-ng.com for this advert and other information

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