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### **INVITATION TO TENDER FOR THE REPAIR WORKS AT NNPC RETAIL LEASED STATION- TAWACASH NIG LTD, LAGOS AND REPAIR WORKS AT NNPC RETAIL LEASED STATION- KODA OIL LTD, KONTAGORA, NIGER STATE.**

#### **1.0 INTRODUCTION**

NNPC Retail Limited (NRL), a subsidiary of NNPC and a leading company in retail marketing of petroleum products in the Nigerian Downstream industry seeks to carry out repair works at its recently leased station – Tawacash Nigeria limited, Lagos and at its leased station – Koda Oil Limited at Kontagora, Niger state.

In compliance with the Public Procurement Act 2007, NNPC Retail Limited seeks to engage the services of experienced and reputable Contractors/Companies to tender for the above services.

#### **2.0 SCOPE OF WORK:**

The Work scope for the repair works at the NNPC Retail Leased stations are as tabulated below:

S/NO.	PROJECT TITLE
	<b>LOT 1</b>
<b>1</b>	<b><u>REPAIR WORKS AT NNPC RETAIL LEASED STATION- TAWACASH NIG LTD, LAGOS</u></b> <b>Scope of Work:</b> The scope for each site will include the following: i. Supply, Transportation and Installation of 30KVA Perkins/ FG Wilson Diesel Generator ii. Provision and Installation of perimeter fence LED bulbs with fittings (100W) iii. Provision and Installation of canopy lightings and fittings (100W) iv. Provision and Installation of 1.5HP Split Unit AC (Panasonic/ LG) v. Contingencies
	<b>LOT 2</b>
<b>2</b>	<b><u>REPAIR WORKS AT NNPC RETAIL KODA LEASED STATION KONTAGORA, NIGER STATE:</u></b> i. Painting of the entire station. ii. Repair of the entry and exit gate. iii. Reconstruction of the damaged forecourt concreting. iv. Provision of borehole with its associated fittings. v. Provision overhead tank with its associated fittings.

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| vi. Replacement of toilet fittings and plumbing. |
| vii. Provision of drainage                       |

### **3.0 GENERAL REQUIREMENTS**

You are expected to provide the following:

- i. Evidence of Certificate of Incorporation with the corporate Affairs commission (CAC)
- ii. Evidence of firm's Tax Clearance Certificate for the last three (3) years (2017, 2018, 2019) valid till 31<sup>st</sup> December 2019
- iii. Company's Audited Accounts for the last three (3) years – (2017, 2018, 2019)
- iv. Evidence of financial capability to execute the project including Reference Letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed
- v. Company profile with the Curriculum Vitae of key Staff (MD, Project Manager, QA/QC Managers etc) to be deployed for the project, including copies of their professional qualifications
- vi. Current Organizational structure with detailed experience and skills of key management personnel with names. Provide evidence (personnel list and position in the organizational chart)
- vii. Company's QA/QC policy and details of safety records for accidents, incidents, injuries and damages for the past three (3) years (2017, 2018 and 2019).
- viii. Evidence of current PENCOM compliance certificate valid till 31<sup>st</sup> December 2019
- ix. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December 2019
- x. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup> December 2019
- xi. Evidence of Registration on the National Database of Federal Contractors, Consultants and Service Provider's by submission of valid Interim Registration Report (IRR) or valid Certificate issued by BPP
- xii. Evidence of relevant and verifiable cognate experience/evidence of at least Five (5) similar jobs executed in the past years. Evidence includes: Letter of Awards, Valuation Certificates and/or Job Completion Certificates.
- xiii. For Joint Venture/partnership, Memorandum of Understanding (MOU) should be provided;



- xiv. Any additional information that would enhance the potentials/prospects of your company.
- xv. All document for submission must be transmitted in English Language, typed with a signed Covering/Forwarding letter under the Company /Firm's Letter Head paper bearing amongst others, the Registration Number (RC) as issued by the Corporate Affairs Commission (CAC), Contact Address, Telephone Number (preferably GSM No.) and e-mail address.

#### **4.0 SPECIFICATIONS**

- You are expected to do your quotation base on the above scope of work (2.0) per LOT and the Bill of Materials Appendix I and II respectively.
- You may visit the location before submission of your bid to ascertain the nature, extent and practicability of the works, including familiarization with the present conditions of the site prior to submission of your bid. You may seek to contact the following for all enquiries:

**LOT 1 -       Hasiya Audu Hassan – 08032208131,  
                  Yosi Ayuba Ango – 07034485910**

**LOT 2 -       Abdulazeez Tafida – 09087416130,  
                  Yosi Ayuba Ango – 07034485910**

#### **5.0 PAYMENT TERMS**

All payments due to the Contractor shall be based on the delivery of the work scope as contained in the contract agreement. No advance payment.

#### **6.0 BID PRESENTATIONS**

Your company should be prepared to explain the functional and technical capabilities of its service(s).

#### **7.0 BID VALIDITY**

The bid submitted shall be irrevocable for a period of **180 days** from the bid date and may be accepted at any time during that period.

#### **8.0 SUBMISSION OF BIDS**

All submissions (Technical & Commercial bids) in response to invitation to participate in the competitive Request for quotation shall be submitted in sealed envelope containing one (1) original and one (1) photocopy. The bids should be properly packed, sealed and clearly marked as:



**LOT 1 - "INVITATION TO BID FOR THE REPAIR WORKS AT NNPC RETAIL LEASED STATION- TAWACASH NIG LTD, LAGOS."**

**LOT 2 - "INVITATION TO BID FOR THE REPAIR WORKS AT NNPC RETAIL KODA LEASED STATION KONTAGORA, NIGER STATE"**

On the right-hand side and the Company's name on the left-hand side of the Bid envelope and addressed to: -

**The Secretary,  
Tender Committee,  
3<sup>rd</sup> Floor, NNPC Retail Limited Head Office,  
Plot 2646, Cadastral Zone A04, off Yakubu Gowon Way,  
Asokoro,  
Abuja, FCT.**

The deadline for the drop-off / submission of Bid shall not be later than **12:00hrs Monday 30th November 2020.**

**9.0 OPENING OF BID DOCUMENTS**

The bids will be opened at the NNPC Retail Limited Head Office immediately after the close of bids submission on **Monday 30th November 2020 at 13:00hrs Via Microsoft Teams.**

**Note: During submission, kindly put down your email address and phone number on the envelop as this will be used for your invitation to the online bid opening.**

  
**SIGNED BY MANAGEMENT**



## **APPENDIX I (LOT 1)**

### **BILL OF MATERIALS FOR THE REPAIR WORKS AT NNPC RETAIL LEASED STATION – TAWACASH NIGERIA LIMITED, LAGOS.**

SN	DESCRIPTION	QTY	UNIT	RATE	AMOUNT (N)
<b>B</b>	<b>ELECTRICAL WORKS</b>				
<b>1</b>	Provision and Installation of perimeter fence LED bulbs with fittings (100W)	10	Nos		
<b>2</b>	Provision and Installation of LED canopy lightings & fittings (100W)	12	Nos		
<b>3</b>	Provision and installation of 1.5hp split unit AC (Panasonic/ LG)	2	Nos		
<b>4</b>	Supply, Transportation and Installation of 30KVA Perkins/ FG Wilson diesel generator	1	Nos		
<b>5</b>	Contingencies				
	<b>Sub-Total</b>				
	<b>VAT 7.5%</b>				
	<b>TOTAL</b>				



## APPENDIX II (LOT 2)

### BILL OF MATERIALS FOR THE REPAIR WORKS AT NNPC RETAIL LEASED STATION – KODA LEASED STATION KOTAGORA, NIGER STATE.

NO.	DESCRIPTION	QTY	UNIT	RATE	AMOUNT (N)
	<b>PRELIMINARIES</b>				
1	Allow a provisional sum of N50,000 for mobilizing and demobilizing of all plants needed for all works		SUM		
2.00	<b>PAINTING OF BRANDING</b>				
	<b>prepare and apply one coat of oil paint on;</b>				
2.1	Canopy Facia stripes (red, yellow, green)	65	m2		
2.2	Stanchions	26	m2		
2.3	Manhole covers	20	m2		
	<b>Prepare prime and apply one undercoat and one finishing coat of approved emulsion paint on;</b>				
2.4	Station building	794	m2		
2.5	Reveals not exceeding 100mm	41	m2		
2.6	Suufits and Ceilings	199	m2		
2.7	Fence	968	m2		
2.8	Manhole blockwork	62	m2		
	<b>FORECOURT CONCRETE WORKS</b>				
3.1	Allow a provisional sum of 150,000.00 for breaking of old depleted forecourt panels using mechanical tools as well as clearing and disposing of s away from the station.		SUM		
	Reinforced Insitu Concrete (1:2:4-all un aggregate) developing minimum Strength of 30N/mm2 in 28 days				
3.2	Fore court area. Each Panel measuring 3mX3m,200mm thick (24 Panels)	65	m3		
3.3	BRC Mesh embedded in casted concrete panels	216	m2		
3.4	Replace and put to position broken drain covers (each measuring 600mmX400mm)	14	Nr.s		

	<b>ELECTRICAL WORKS</b>				
4.1	30 Watts LED lighting points in Station building	14	Nr.s		
4.2	50 Watts LED lights on Perimeter fence Poles	15	Nr.s		
4.3	1.5 HP L.G Split Unit Air Conditioners	2	Nr.s		
4.4	Provision for putting back to position Perimeter light poles out of position (detached from base)		SUM		
	<b>To Collection 1</b>				
	<b>FIXTURES AND FITTINGS</b>				
5.1	Water Closets in Office building	3	No		
5.2	Ditto; in Visitors toilet	4	No		
5.3	Provision for plumbing pipes overhaul		SUM		
5.4	Door Handle with locks	10	No		
5.5	Laminated Filing cabinets in station building	2	No		
5.6	Laminated working table in office building	2	No		
5.7	Approved quality Chairs	2	No		
5.8	Replace Manhole cover hinges	12	No		
5.9	Provision for fixing leakages of roof of PMS Canopy		SUM		
5.11	Provision for fixing of Totem		SUM		
5.12	Provision for fixing of Entrance/Exit gate rollers, hinges as well as Painting.		SUM		
	<b>NEW DRAINAGE(14 M)</b>				
6.1	Excavate for new drainage (750mm deep and 500mm wide)	7	m3		
6.2	Level and compact bottom of new drainage	7	m2		
6.3	1:3:6 Concrete as base of drainage 100mm thick)	2	m3		
6.4	Block work (filled solid with weak Concrete) as sides of new drainage	21	m2		
	<b>OTHER WORKS</b>				
7.1	Allow a provisional sum for geophysical survey, drilling of Borehole with Submersible installation, fabrication and positioning of metallic framed overhead tank, well treated with antirust, painted with silver colour, with a 5.000 Liters Gee Pee tank mounted for water storage. Reinforced concrete base of overhead tank measuring		SUM		

	600X600X600mm at a depth of 1.2m and Provision of 3hp Surface Pump to pump water to the overhead tank				
7.2	Allow a provisional sum of N 100,000 for removing all		SUM		
	drain/Pipe Cover, clearing all debris and subsequently repositioning the covers.				
7.3	Fill Drain/Pipe channel with Stone chippings	41	m3		
7.4	Pressure testing of product lines	10	Nr.		
7.5	Provision for correction of all pipping leakages		SUM		
	<b>To Collection 2</b>				
	<b>SUB TOTAL (Collection 1 &amp; 2)</b>				
	VAT 7.5%				
	<b>GRAND TOTAL</b>				