

I N V I T A T I O N F O R

Expression of Interest (EOI) for HCD Project Management and Human Capital Development Strategy and Capacity Development Consultancy Services (Packages A & B)

INTRODUCTION

Nigeria LNG Limited (NLNG) production plant located on Bonny Island, Rivers State, Nigeria, consists of six (6) natural gas liquefaction trains with a total capacity of twenty-two (22) million tons of Liquefied Natural Gas (LNG) and five (5) million tons of Natural Gas Liquids (NGL) per annum. A seventh train is presently under construction. The production plant is operated by a dedicated team of operators, specialists and service providers who ensure continuous production around the clock.

NLNG hereby invites interested companies with the requisite experience detailed below to express their interest in participating in the tendering for the service described hereunder.

SCOPE

PACKAGE A – HUMAN CAPACITY DEVELOPMENT (HCD) PROJECT MANAGEMENT SERVICES

The HCD Project Management Services is expected to support the process of implementation of institutional strengthening projects under the Human Capacity Development Scheme to be executed by NLNG in compliance with the NOGICD (2010) Act.

The scope of works for the HCD Project Management Services contract include the following:

- i. Provision of project conceptual drawings and basic architectural designs and layout for institutional strengthening projects under the HCD Scheme in collaboration with beneficiary institutions.
- ii. Support all preliminary investigations required for adequate conceptual designs such as site visits, project layout, soil test, conceptual development, project scoping, value engineering of alternatives in terms of designs and scope in collaboration with beneficiary institutions.
- iii. Provision of adequate carbon management strategies and energy conservation requirements to reduce/eliminate carbon footprints in proposed project designs.
- iv. Integrated detailed engineering designs, engineering design review and assurance for projects.

- v. Provision of as-built drawings and documentation, post construction.
- vi. Post construction punch listing and quality assurance for projects under the scheme.
- vii. Provision of relevant personnel for project management and supervisory services to ensure delivery of projects to specification in various locations.
- viii. Provision of project management timelines and monitoring as well as project reporting in a manner agreed with the client.
- ix. Act as regulatory liaison for all project drawing approvals with relevant government agencies and provide relevant support where required.
- x. Production, development and periodic circulation of project status updates via management dashboard with an overview of all projects and programmes in the funnel.
- xi. All other ancillary project management scopes as may be identified based on peculiarity of specific projects not expressly listed in the above.

PACKAGE B - HUMAN CAPITAL DEVELOPMENT STRATEGY AND CAPACITY DEVELOPMENT CONSULTANCY

The scope of work under this package includes all non-technical requirements in managing capacity development and trainings which may be relevant under this scheme as follows:

- xii. Concept development and research for capacity development programmes and initiatives related to the industry and relevant under the scheme.
- xiii. Provision of technical expertise and administrative support for implementation of capacity development initiatives of NLNG under the scheme.
- xiv. Provision of relevant personnel to oversee, supervise and manage, the various capacity development initiatives in various locations as may be determined from time to time.
- xv. Provision of capacity development programmes related to development of host community businesses, entrepreneurs, and interest groups within the host communities.

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- xvi. Provision of relevant administrative support in organisation of workshops, campaigns, enlightenment sessions, knowledge sharing programmes, and general coordination including logistics management, venue arrangement, activity facilitation, provision of corporate requirements associated with capacity research and development activities.
- xvii. Development of materials, posters, and other creative materials required for management of capacity development programmes as may be agreed with client.
- xviii. Management of stakeholder engagement activities, feedback mechanisms and appointments through surveys/questionnaires, relationship management, stakeholder mapping and engagement relating to the capacity research and development activities.
- xix. All other ancillary support services scopes as may be identified based on peculiarity of specific projects not expressly listed in the above.

COMMENCEMENT AND DURATION

Package A – Contract start date January 2025:
Duration: 36 months.

Package B – Contract start date January 2025:
Duration: 36 months.

Pre-Qualification

Only companies considered to meet NLNG's pre-qualification requirements shall receive further correspondence from the Company, including receipt of invitations to tender for **(PACKAGE A)** – HCD PROJECT MANAGEMENT SERVICES and **(PACKAGE B)** – HUMAN CAPACITY DEVELOPMENT STRATEGY AND CAPABILITY CONSULTANCY SERVICES. To qualify for consideration, interested companies are required to respond to this invitation with the following information/documents for consideration. Failure to submit any of the under-listed documents may lead to disqualification.

- a) Confirmation of interest to participate in the pre-qualification exercise for package A and/or Package B as stated above.
- b) Certificate of Incorporation and Corporate Affairs Commission documents (forms C02 and C07 or their replacements).
- c) Current/valid NMDPRA certificates to operate as a Procurement and Construction company and to do business in the Nigerian Oil and Gas Industry.
- d) Health Safety & Environment Policy and Quality Management Policy.

- e) Company Profile, organisation, size, and structure, including any parent, technical partnership, alliance, or joint venture of companies to whom they belong, together with:
 1. CV of the vendors management team.
 2. CV of key technical personnel within the organisation available for the work.
- f) Detailed list of relevant experience with evidence to demonstrate capability and experience in undertaking/completing services related to package A and/or Package B based on the requirements stated above within the last 3 to 10 years. Kindly indicate names of clients, location, and cost or volume of services provided with evidence.
- g) Detailed list of owned/leased equipment/machinery including evidence of certifications proposed for the project/services under Package A and/or Package B.
- h) Audited financial statements and accounts for the last three (3) years and evidence of capacity to fund the contract, if successful.
- i) Tax clearance certificates for the last three (3) years
- j) Evidence and documentation supporting compliance with the Nigerian Oil and Gas Industry Content Development (NOGICD) Act 2010 [See Nigerian Content Compliance section below].

Compliance with Nigerian Content (NOGICD ACT 2010)

The NOGICD Act 2010 supports, and details expected Nigerian Content deliverables within contracts and projects in the Nigerian Oil and Gas industry.

Interested companies shall comply with the provisions of the NOGICD Act 2010 that relate to the scope mentioned above for both Packages A & B and in particular, comply with the minimum Nigerian Content targets for the scope, which are covered in the Schedule of the Act. Failure to comply with the Nigerian Content Act shall result in disqualification from this process.

General Nigerian Content Requirements

Companies responding to this advertisement are required to submit the following in compliance with the NOGICD Act 2010 for each Expression of Interest (Packages A & B).

- a. Documentation to demonstrate that the entity is a Nigerian-registered company. Submission of certified true copies of CAC Forms 2A & 7A (or its equivalent/replacement) including company

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- Memorandum and Articles of Association. All companies shall be Nigerian Indigenous Service Companies having 51% and above Nigerian equity in the shareholding and ownership structure.
- b. Evidence of registration on the Nigerian Content Development Monitoring Board (NCDMB) NOGIC Joint Qualification System (JQS).
 - c. The processes and procedures that explain the methodology of how it intends to comply with the requirements of the NOGICD Act 2010 (Nigerian Content Plan) and how to achieve the set target(s) in the schedule of the NOGICD Act 2010 and any guidelines and targets set by the Board.
 - d. Details of the company's corporate organization overall Human Resources structure (management, supervisors, senior & junior skilled officers, etc.), identifying positions manned/occupied by Nigerian nationals with evidence of type of employment in-country and identifying the positions manned/occupied by other nationals.
 - e. Proposed organogram for this work scope populated with nationality, qualifications of personnel and years of experience of personnel on the job (attach CV of key finance, operational and technical personnel) including a succession plan in this work scope.
 - f. A detailed description of the location of facilities and infrastructure (assets, equipment, technical office, and administrative space, storage, etc.) in Nigeria to support this contract, evidence that 50% of all equipment deployed to work by multinational and international companies are owned by the local subsidiaries.
 - g. Demonstrate willingness to carry out Human Capital Development (HCD) in compliance with the Human Capacity Development 2020 guidelines of NCDMB.
 - h. Evidence of Community Content Plan and any partnerships with companies owned by and operating within our Host Communities.
 - i. All bidders shall provide a valid and relevant category 1,2,3,4, or 5 Nigerian Content Equipment Certificate (NCEC) for Consultancy and Studies group (CS) to support this contract.

SUBMISSION OF RESPONSES

Submissions in response to the above requirements shall be completed strictly in accordance with the instructions given in this publication.

Failure to submit any of the documents may result in the disqualification of the applicant.

The Expression of Interest document should be submitted via the EOI Portal Hyperlink:

https://nlng-geoi-nlmg.msapproxy.net/NLNGVendors/eoi_index.aspx

Then click on the category ID of the respective packages to attach documents:

(PACKAGE A) – HUMAN CAPACITY DEVELOPMENT PROJECT MANAGEMENT SERVICES

CATEGORY ID: EOI_HCD_PROJ_MGT_SERVICES

(PACKAGE B) – HUMAN CAPACITY DEVELOPMENT STRATEGY AND CAPABILITY CONSULTANCY SERVICES

CATEGORY ID: EOI_HCD_STRGY_CPBTY_CONSUTCY_SERVICES

Submissions must be received by NLNG not later than 5th September 2024.

Please Note:

- This is not an invitation to tender. The full tendering procedure will be provided to applicants that are successful in the pre-qualification exercise which will be carried out in accordance with NLNG's relevant procedures.
- This advertisement for Expression of Interest and Pre-qualification shall not be construed as a commitment by NLNG, nor shall it entitle respondents to claim any indemnity from NLNG or its affiliates by virtue of having responded to this advertisement.
- This Expression of Interest is a simple invitation for interested vendors to express interest in providing the indicated services and does not warrant any further feedback from NLNG hereafter.
- If you do not hear from NLNG within 3 months of submission of this publication, it should be taken that your application was not successful.

Signed:
MANAGEMENT



...a globally competitive LNG company helping to build a better Nigeria