



NIGERIAN PORTS AUTHORITY
26/28, MARINA LAGOS
www.nigerianports.gov.ng

PUBLIC NOTICE NO: 4132

EXPRESSION OF INTEREST (EOI) FOR CARGO SURVEY SERVICES AT DELTA PORT COMPLEX

A. INTRODUCTION

The Nigerian Ports Authority hereby invites reputable and competent Cargo Surveying firms to express interest in providing cargo survey services at Delta Port Complex as indicated below:

TYPE OF CARGO	AREA OF OPERATION	LOT
Containerized Cargo	All Terminals and Jetties	Lot 1
General Cargo	All Terminals and Jetties	Lot 2

Please, note that bidders are not allowed to bid for more than one (1) lot.

B. SCOPE OF SERVICES

The scope of services shall include but not limited to the following:

- i. Provide actual cargo weight and units of cargo (where applicable) of imports and exports. This is to include volume moves in the case of containers.
- ii. Provide draft survey by reading a ship's draft on the draft markings at six standard points on the hull, forward, midships and aft on both port and starboard sides.
- iii. Provide corrections for factors such as trim, water density and non-cargo weight if any before calculating the cargo weight change.
- iv. Prepare a report providing information on the density of the ballast water at berth, tables ascertaining the quantity of ballast and fresh water on board vessels, the condition of all types of tanks in the vessel, amongst others

Further information is contained in the Request for Proposal (RfP) to be issued to prequalified bidders.

C. ELIGIBILITY CRITERIA

Interested companies should submit bound bid documents duly signed, paginated, separated by dividers and arranged in the order outlined hereunder:

TENDER REQUIREMENTS

1. Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7.
2. Evidence of Company Income's Tax Clearance Certificate for the last three (3) years (2017, 2018 & 2019) valid till 31st December 2020.
3. Evidence of Company Audited Accounts for the last three (3) years (2017, 2018 & 2019) duly signed by ANAN/ICAN licensed Auditors.
4. Evidence of Current Pension Clearance Certificate from National Pension Commission (PENCOM) valid till 31st December 2020.
5. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2020.
6. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2020.

7. Evidence of registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of Interim Registration report (IRR) expiring on 31/12/2020 or valid Certificate issued by BPP.
8. Sworn Affidavit disclosing:
 - That the Company does not have any Director who has been convicted in any Country for any criminal offence relating to fraud or financial impropriety or criminal misrepresentation or falsification of facts relating to any matter.
 - Whether or not any officer of the relevant committees of the Nigerian Ports Authority or Bureau of Public Procurement is a former or present director, shareholder or has any pecuniary interest in the bidder and confirm that all information presented in its bid are true and correct in all particulars.
 - That the Company is not in receivership, subject of any form of insolvency or bankruptcy proceeding or the subject of any form of winding up petition or proceedings.
9. All documents for submission must be transmitted with a 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 (preferably GSM No.), fax and e-mail address. The Letter Head Paper must bear the Names and Nationalities of the Directors of the Company/Firm at the bottom of the page.
10. Evidence of financial capability to execute the project by submission of reference letter from a reputable commercial bank indicating willingness to provide credit facility for the execution of the project when needed.
11. Company profile to include names, qualification (copies of relevant academic and professional qualifications of such personnel must be attached) and experience of key personnel in Cargo Surveying.
12. Verifiable documentary evidence of at least a similar job in Cargo Surveying in the last five (5) years including Letter of Award, Valuation Certificate and Job Completion Certificate.
13. For Joint Venture (JV)/Partnership, Memorandum of Understanding (MoU) should be provided. **(Items 1-12 are compulsory for each national JV partner, while items 1, 2 and 8 are compulsory for each international JV partner as issued in home country).**

Note: Failure to comply with items 1-12 and items 1, 2 and 8 above will lead to disqualification of the bid for national and international companies respectively.

D. SUBMISSION OF EXPRESSION OF INTEREST (EOI) DOCUMENTS

Prospective bidders are to submit two (2) hard copies of EOI documents in a **SEALED ENVELOPE** addressed to **"SECRETARY TO THE TENDERS BOARD, NIGERIAN PORTS AUTHORITY"** and clearly marked **"EXPRESSION OF INTEREST (EOI) FOR CARGO SURVEY SERVICES AT DELTA PORT COMPLEX"** specifying **PUBLIC NOTICE NO. 4132 LOT NO.....(with appropriate description of desired Lot)**. Furthermore, the reverse side of the sealed envelope should have the name and address of the bidder. Thereafter, drop the envelope in the designated Tender Box located on the 3rd floor, NPA Annex Building, 1 Joseph Street, off Marina, Lagos not later than **11:00 am on Tuesday, 13th October 2020**.

E. OPENING OF EXPRESSION OF INTEREST (EOI) DOCUMENTS

The EOI documents received before the deadline for submission will be opened **immediately** at **11:00 am on Tuesday, 13th October 2020** in the Conference room on 3rd floor of NPA Annex building, 1 Joseph Street, off Marina, Lagos. **Representatives of Non-Governmental Organizations related to this procurement, transparency and anti-corruption Agencies are hereby invited to witness the bid opening in compliance with Section 19 (b)(ii) of the PPA, 2007.** Please, ensure that you sign the bid submission register in the bid submission office on the 3rd floor of the annex building, as the Authority will not be held liable for misplaced or wrongly

submitted bids. For further enquiries, please contact the “General Manager (Procurement)” on e-mail: info.procurement@nigerianports.org. Bidders are excused from the bid opening, which will be attended by officials of private sector professional organisation and CSOs in the areas of anti-corruption/transparency. The event will be fully captured on video and can be provided to bidders on request.

E. GENERAL INFORMATION

1. Bids must be in English Language and signed by an official authorized by the bidder.
2. Late submission will be returned un-opened.
3. All costs incurred as a result of this tender invitation and any subsequent requests for information shall be borne by the bidding companies and only short-listed companies will be contacted.
4. Only shortlisted firms will be contacted at a later date for collection of Request for Proposals
5. The Authority is not bound to pre-qualify any bidder and reserves the right to cancel the Procurement proceedings in the public interest without incurring any liabilities to the bidders in accordance with the provisions of Section 28 of the Public Procurement Act 2007.
6. Submissions may be made through courier service, in the stipulated format in (D) above and must not be later than the stipulated deadline.

**SIGNED
MANAGEMENT
NIGERIAN PORTS AUTHORITY**