



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

**PUBLIC NOTICE NO: 4137**

**EXPRESSION OF INTEREST (EOI) FOR THE ENGAGEMENT OF SERVICE BOAT OPERATIONS  
MONITORING AGENT IN LAGOS PILOTAGE DISTRICT – INTERNATIONAL COMPETITIVE  
BIDDING**

**A. INTRODUCTION**

The Nigerian Ports Authority hereby notifies the general public that her earlier advertisement published in the Guardian and Leadership newspapers as well as Federal Tenders Journal of Monday December 2, 2019 in respect of "Expression of Interest (EOI) for the Engagement of Service Boat Monitoring Agents in the Four (4) Pilotage Districts – Public Notice No. 4115" had only one (1) prequalified bidder for the Lagos Pilotage District (Lot 1). This signifies insufficient competition and requires a restart of the procurement process for the affected location.

Consequently, interested firms are hereby requested to submit Expression of Interest (EOI) documents for provision of this service in Lagos Pilotage District.

**Please note that Bidders who have been prequalified for Lot 2: Warri, Lot 3: Bonny/Port Harcourt and Lot 4: Calabar Pilotage Districts in the earlier advertisement dated 2<sup>nd</sup> December, 2019 with Public Notice: 4115 are not eligible to bid.**

**B. SCOPE OF SERVICES**

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

- a. Monitoring the movement of all vessels (oil and gas as well as vessels carrying project materials); collation of relevant data within the Pilotage District and submission of same to NPA.
- b. Monitoring the movements of offshore drilling rigs, Floating Production Storage and offloading Facilities (FPSOs), Floating Storage and Offloading Facilities (FSOs), flotels and vessels traffic to and from offshore installations and platforms and between the rigs, oil terminals/platforms, FPSOs and flotels excluding oil and gas export vessels.
- c. Ensuring prompt delivery of certified bills issued for pilotage and all other applicable charges to the relevant operators/vessel owners within the pilotage district.

**More information on the scope of services is contained in the Request for Proposal to be issued to pre-qualified firms.**

**C. ELIGIBILITY CRITERIA**

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

**EXPRESSION OF INTEREST REQUIREMENTS**

1. Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7.
2. Evidence of Company's Income Tax Clearance Certificate for the last three (3) years (2017, 2018 & 2019) valid till 31<sup>st</sup> December 2020 with minimum cumulative turnover of **₦500 Million**.
3. Evidence of Company's 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 31<sup>st</sup> December 2020.

5. Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31<sup>st</sup> December 2020.
6. Evidence of current Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31<sup>st</sup> 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 (NPA) 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:
  - Key Operational Staff/Technical Staff must have at least first-degree certificate or its equivalent in relevant fields and in addition, relevant sea faring certificates.
  - Each operational staff must have not less than five (5) years practical experience in service boat operation.
  - The technical staff must have sufficient experience (not less than 3 years) in operating monitoring equipment and must also be IT savvy.
  - All staff must be fluent in English Language.
12. Evidence of Company's ISO 9001 Certification for Quality Management System or equivalent.
13. Verifiable documentary evidence of at least one (1) similar job on the monitoring or provision of service boats operations in the last ten (10) years by including Letters of Award, Contract Agreements and Job Completion Certificates.
14. Failure to comply with items 1 – 13 above will lead to disqualification of the bid. (This is applicable for non-Joint Venture submissions).
15. For Joint Venture (JV)/Partnership, Memorandum of Understanding (MoU) should be provided. **(Items 1-12 are compulsory for each national JV partner and items 1, 2 and 8 are compulsory for each international JV partner, while item 13 can be provided by any of the JV partner).**

#### D. SUBMISSION OF EXPRESSION OF INTEREST (EOI) DOCUMENT

Interested bidders are to submit two (2) bound copies of EOI documents, paginated and arranged with dividers as indicated above. The prequalification documents should be submitted in sealed envelopes and addressed to **"SECRETARY TO THE TENDERS BOARD, NIGERIAN PORTS AUTHORITY"** and clearly marked **"EXPRESSION OF INTEREST (EOI) FOR THE ENGAGEMENT OF SERVICE BOAT OPERATIONS MONITORING AGENT IN LAGOS PILOTAGE DISTRICT"** Specifying **PUBLIC**

**NOTICE NO: 4137** and dropped in the designated Tender Box located on the 3<sup>rd</sup> floor of NPA annex Building, 1, Joseph Street, off Marina Lagos not later than **11:00am** on **Thursday 21<sup>st</sup> January 2021**.

#### **E. OPENING OF EXPRESSION OF INTEREST (EOI) DOCUMENT**

All EOI documents received before the deadline for submission will be opened **immediately** at **11:00 am** on **Thursday 21<sup>st</sup> January 2021** in the Conference room on 3<sup>rd</sup> 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 3<sup>rd</sup> 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](mailto:info.procurement@nigerianports.org).

#### **F. GENERAL INFORMATION**

1. Bids must be in English Language and signed by an official authorised 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.
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 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.
7. **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.**

**SIGNED  
MANAGEMENT  
NIGERIAN PORTS AUTHORITY**