

# NIGERIAN PORTS AUTHORITY

## 26/28, MARINA LAGOS

[www.nigerianports.gov.ng](http://www.nigerianports.gov.ng)

PUBLIC NOTICE NO: 4162

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### PREQUALIFICATION OF CONTRACTORS FOR THE SUPPLY OF AUTOMOTIVE GAS OIL (AGO) – SHOPPING LIST

#### A. INTRODUCTION

The Nigerian Ports Authority hereby invites reputable and competent Contractors/Suppliers to apply for pre-qualification (Shopping List) for the Supply of Automotive Gas Oil (Gas Oil) to Nigerian Ports Authority at the underlisted locations:

PROJECTS	LOTS
LAGOS PORT COMPLEX	LOT 1
TINCAN ISLAND PORT	LOT 2
HEAD QUARTERS/HQ ANNEX/BODE THOMAS	LOT 3
ONNE PORT	LOT 4
PORT HARCOURT PORT	LOT 5
CALABAR PORT	LOT 6
WARRI PORT COMPLEX	LOT 7

**BIDDERS ARE NOT ALLOWED TO BID FOR MORE THAN TWO (2) LOTS**

#### B. SCOPE OF PROJECTS

The scope of services includes but is not limited to the supply of Automotive Gas Oil (AGO) at the above-mentioned locations.

#### C. PREQUALIFICATION REQUIREMENTS

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

- Evidence of Certificate of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC2 and CAC7 (or CAC 1.1). Business Name with Form BN1 is also acceptable for Consultancy Services.
- Evidence of Company's Income Tax Clearance Certificate (or Personal Income Tax Clearance Certificate of all the Partners in case of Business Name) for the last three (3) years valid till 31st December 2024; with minimum cumulative turnover of **₦100 Million**.
- Evidence of Pension Clearance Certificate valid till 31st December 2024 (this requirement is only applicable to bidders whose number of staff is 15 and above).
- Evidence of current Industrial Training Fund (ITF) Compliance Certificate valid till 31st December 2024. (This requirement is only applicable to bidders whose number of staff is 5 and above or the bidder's annual turnover is ₦50M and above).
- Evidence of Nigeria Social Insurance Trust Fund (NSITF) Compliance Certificate valid till 31st December 2024.
- Evidence of registration on the National Database of Federal Contractors, Consultants and Service Providers by submission of interim Registration Report (IRR) expiring on 31/12/2024 or valid Certificate issued by BPP.

- 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.
- Company's Audited accounts for the last three (3) years – 2021, 2022 and 2023.
- Reference letter from a reputable commercial bank in Nigeria, indicating willingness to provide credit facility for execution of the project when needed.
- Verifiable evidence of at least three (3) similar jobs (in size, nature & complexity) executed in the last three (3) years by including letters of award, job completion certificates, valuation certificates and photographs of the projects.
- Evidence of registration on the **Nigerian Mid-Stream & Down-Stream Regulatory Agency (NMDRA)**.
- Evidence of ownership/leased trucks that meet NPA's Minimum Safety Standards and availability of fire extinguishers, flow meters and tank gauges.
- For Joint Venture (JV)/Partnership, Memorandum of Understanding (MoU) should be provided which should include (CAC, TCC, PENCOM Compliance Certificate, ITF Compliance Certificate, NSITF Clearance Certificate, IRR and Sworn Affidavits are compulsory for each JV partner). Failure to comply with all the items above will lead to disqualification of the bid.

**NOTE:** 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.) 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, duly signed by the authorized officer of the firm.

#### **D. SUBMISSION OF PREQUALIFICATION DOCUMENTS**

Prospective bidders are to submit for each LOT desired, two (2) copies of Prequalification documents in the order outlined above, in a **SEALED ENVELOPE** and addressed to "**THE SECRETARY TO THE TENDER BOARD, NIGERIAN PORTS AUTHORITY**" and clearly marked "**PREQUALIFICATION OF CONTRACTORS FOR THE SUPPLY OF AUTOMOTIVE GAS OIL (AGO) – SHOPPING LIST** specifying **PUBLIC NOTICE NO: 4162** and the **LOT NO.** desired. 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 3<sup>rd</sup> floor of NPA Annex building at No. 1 Joseph Street, off Marina Lagos not later than **11.00am on Tuesday 11<sup>th</sup> February 2025**. Please ensure that you sign the bid submission register in the bid submission office as the Authority will not be held liable for misplaced or wrongly submitted bids.

#### **E. OPENING OF PREQUALIFICATION DOCUMENTS**

All Prequalification documents received before the deadline for submission will be opened **immediately** at **11.00 am** on **Tuesday 11<sup>th</sup> February 2025** in the Conference room on the 3rd floor of NPA Annex building, 1, Joseph Street, off Marina, Lagos in the presence of bidders or their representatives. For further enquiries, please contact the "General Manager (Procurement)" on e-mail: [info.procurement@nigerianports.gov.ng](mailto:info.procurement@nigerianports.gov.ng).

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

- Bids must be in English Language and signed by an official authorized by the bidder.
- Bids submitted after the deadline for submission would be returned unopened.
- All costs will be borne by the bidders.
- The prequalification documents shall be opened in the presence of bidders or their representatives, CSOs in the areas of Anti-Corruption and Transparency and Private Professional bodies.
- Submissions may be made through courier service, in the stipulated format in (C) and (D) above and must not be later than the stipulated deadline.
- Only successful firms will be contacted.
- The Nigerian Ports Authority is not bound to pre-qualify any bidder and reserves the right to annul 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.

**SIGNED  
MANAGEMENT  
NIGERIAN PORTS AUTHORITY**