



PETROLEUM PRODUCTS PRICING REGULATORY AGENCY (PPPRA)

(Ministry of Petroleum Resources)

Plot 1012 Cadastral Zone A00, Central Business District, P.M.B 609 Garki, Abuja

www.pppra.gov.ng

INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR THE EXECUTION OF 2018 APPROPRIATED PROJECTS

1.0 INTRODUCTION

The Petroleum Products Pricing Regulatory Agency (PPPRA) is an autonomous Agency of the Federal Government of Nigeria charged with the statutory mandate of determining the Pricing Policy of Petroleum Products, Regulating the Supply and Distribution of Petroleum Products and Establishing an Information Data Bank through Liaison with Relevant Agencies to facilitate the making of informed and realistic decisions on Pricing Policies.

The PPPRA in the discharge of its mandate invites competent and reputable Consultants to submit Expression of Interest (EOI) for the following Projects appropriated in its 2018 Capital Budget:

2.0 DESCRIPTION OF PROJECTS

Lot 1: Development of Enterprise Resource Planning Solution with Cloud Based Backup.

Lot 2: Development of Tariff for Petroleum Products Infrastructure.

3.0 RESPONSIVE CRITERIA

Eligibility:

- a) Evidence of Incorporation with the Corporate Affairs Commission (CAC) including Forms CAC 2 & 7;
- b) Copy of Tax Clearance Certificate for the last three (3) Years (2015, 2016, 2017) expiring on 31st December, 2018;
- c) Copy of current Pension compliance Certificate expiring on 31st December, 2018;
- d) Copy of current Industrial Trust Fund (ITF) Compliance Certificate expiring on 31st December, 2018;
- e) Copy of current BPP's Interim Registration Report-IRR expiring on 30/06/2019;
- f) Copy of Current NSITF Compliance Certificate expiring on 31st December, 2018;
- g) For Joint Venture (JV's), include the Notarized Memorandum of Understanding (MOU).
- h) A sworn affidavit:
 - i. disclosing whether or not any officer of the relevant committees of the Petroleum Products Pricing Regulatory Agency or the Bureau of Public Procurement is a former or present Director, shareholder or has any pecuniary interest in the bidder and to confirm that all information presented in its bid are true and correct in all particulars;
 - ii. that no Director of the firm has been convicted by any court of law within and outside Nigeria, and the firm is not bankrupt or in receivership.
- i) Evidence of verifiable cognate experience not below five (5) years in Enterprise Resource Planning (ERP) for Lot 1.
- j) Current Company's audited account for the last three (3) years (2015, 2016 & 2017) duly stamped and signed by ANAN/ICAN licensed Auditors.
- k) Verifiable list of at least three (3) similar jobs executed in line with best practice in the last five years (i.e. letters of award, copy of contracts certificates of practical job completion, etc.);
- l) Evidence of global network and compliance to local content policy;

- m) Evidence of Financial capability of N50M supported by a letter of commitment from a reputable Bank to provide financial support of the said amount if the Bidder is awarded the contract
- n) A comprehensive company profile including staff list, copies of Certificates of Academic and Professional Qualification, verifiable Office and Workshop address (not P. O. Box) and telephone numbers of Company Directors;
- o) Evidence of Registration with Computer Professionals Registration Council of Nigeria (CPN) and National Information Technology Development Agency (NITDA)

Bound copies of these documents should follow the order as listed above, appropriately paged and should have a table of content indicating the pages on which these items are to be found.

4.0 SUBMISSION OF EXPRESSION OF INTERESTS (EOI)

Prospective Consultants shall enclose Two (2) copies of their proposal in a sealed envelope clearly marked “**EXPRESSION OF INTEREST**” with the Lot Name and Company Name boldly written.

The envelope containing the bid document should be addressed to:

**The Executive Secretary,
Petroleum Products Pricing Regulatory Agency (PPPRA),
Plot 1012, Cadastral Zone,
Central Business District, Abuja.**

08028282370

and dropped into the tender box at the Procurement Unit on the fifth (5th) floor, Wing B of the Agency not later than **12:00 noon on Tuesday, February 12th, 2019.**

5.0 VENUE AND TIME OF OPENING OF BIDS

The Expressions of Interest (EOI) will be opened immediately after the deadline for submission at **12:00 noon on Tuesday, February 12th, 2019** at the **PPPRA Head Office Board Room, Wing A, Fifth Floor** immediately following the deadline stipulated for the submission as stated above.

6.0 ADDITIONAL INFORMATION

- Incorrect address or labelling of submitted bids shall be rejected.
- This invitation for Expression of Interest (EOI) shall not be construed as a commitment on the part of Petroleum Products Pricing Regulatory Agency (PPPRA) for award of contract, nor shall any company be entitled to make any claim whatsoever or seek compensation having responded to this advertisement.
- All expenses incurred in preparing the Expression of Interests (EOI) and or associated with this exercise shall be borne solely by the prospective company.
- Only successful pre-qualified Consultants will be invited at a later date for collection of Request for Proposals (RfP).
- Any consultant who fails to comply with the instruction(s) or provide any required document(s) shall automatically be disqualified.
- Consultants can ONLY bid for ONE LOT.
- All submitted documents may be referred to the relevant Authorities for verification/confirmation.
- Original documents of the Eligibility Criteria may be requested for sighting.
- PPPRA may cancel the procurement process in public interest without incurring any liability in line with the provision of Section 28 of the Public Procurement Act, 2007

**Signed
Management**