

INVITATION FOR PREQUALIFICATION DOCUMENT

FOR

**THE LIBERIA PETROLEUM REFINING COMPANY (LPRC)
PRODUCT STORAGE TERMINAL (PST)
EXPANSION PROJECT**

IFB No. LPRC/ICB/001/2015



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A.

INFORMATION ON THE PROJECT

INTRODUCTION

The Liberia Petroleum Refining Company (LPRC) Product Storage Terminal (PST) and the products jetty lines have suffered from a severe lack of maintenance and repairs during the conflict years. Since the conflict ended in 2003, LPRC has performed some basic maintenance but the facilities have technically deteriorated to a degree that they are unsafe and represent a serious danger or risk to the country's fuel storage capacity. Options for alternative fuel supply to Liberia in any significant volume are limited.

It is in this context a comprehensive inspection and assessment of the physical condition of LPRC storage tanks, pipelines, truck loading and fire fighting facilities, environmental protection systems, and product loading facilities in addition to assessing future requirements for the expanding current capacity was carried out.

A product demand study was carried out to identify the additional storage capacity which will be required to meet future demand for the different petroleum products being considered. The demand study also served to define the appropriate designed diameters for the discharge pipelines for each product from the jetty to existing storage tanks.

All the works components for the entire terminal expansion program and the "Petroleum Product Demand" are basis for tank capacity expansion and pipeline diameter sizing.

2. PROJECT OBJECTIVE:

The objective of LPRC's PST EXPANSION PROJECT is to bring the facilities up to international standards, in order to respond safely and efficiently to the Liberian current and anticipated demand for petroleum products. In doing so, LPRC has chosen to call upon the services of a qualified EPCM contractor to perform the work under a "turn-key" designed built contract.

Within the frame work of this project, the actual categories of essential operational elements and equipment considered for expansion are listed below.

2.1 Supply Pipelines from the Jetty to the tank farm

Three new pipelines (8, 10 and 12 inch diameter) are to be installed along the onshore Jetty walkway to the product terminal replacing existing pipelines.

2.2 LPRC Product Storage Terminal is comprising two adjoining tank fields namely: Mobile and Texaco with a total Storage capacity of 480 thousand barrels including 15 existing storage tanks:

a) Storage Tanks

The new storage tanks construction shall include shells, floors, roofs, foundations, access stairways, railings and handrails, together with venting and gauging mechanisms.

b) Piping Network

The new piping network shall include valves, flanges, fittings and pipe support, designed to provide full transfer flexibility from the pump station to each product storage tank and to the loading station.

2.3 Loading Rack and Pumping

a) Tank truck loading

To undertake the complete redesign and build a new loading and pumping facilities with increased loading capacity. To install top loading with provision for bottom loading.

To include essential components, including meters, loading arm, separators and filters.

To install a new concrete pad for the loading rack, accompany trenches to recover accidental spills.

b) Loading Arm Pumping Station

To install all loading and transfer pumps on one concrete pad large enough for future pumping capacity, including additional pumps to meet projected demand.

2.4 Environmental Protection

a) Prevention actions

To provide environmental protection facilities and procedures to include the prevention and full recovery of accidental spills and contaminated surface waters originating from the storage tank slab, pump stations and truck loading areas, which have to be directed to an adequately- sized API oil separator.

To install floating pads on gasoline tanks to reduce air pollution, but also to reduce gasoline tank breathing losses.

b) Remediation

To conduct an environmental audit to establish the nature and the extent of soil and /or water contamination and identify the extent of remediation required.

2.5 Fire Protection

- a) A totally new Fire Water distribution network has to be devised and installed
- b) Install all new foam making equipment (chambers)

2.6 Power Generation

The contractor shall carried out a thorough and full assessment of the existing electric system and will provide a report in the context of immediate modifications which may be required for adaption with the PST project and to install new power generation system to meet demand.

2.7 Security

To install adequate security lighting, strategically located inside and around the Tank field perimeter of meters and along the shore supply pipelines.

2.8 Safety

To verify and correct non conformities in the actual layout of Tanks within the terminal, taking into consideration specified regulatory safe distances between tanks as per their respective dimensions, distances loading racks and property limits, public roads, fire protection equipment, laboratory, railroads, together with adjacent lodgings and office buildings, all according to applicable local or international regulations.

B.

INFORMATION SOLICITED FROM PROSPECTIVE BIDDER/CONTRACTOR

GENERAL CONDITIONS FOR PREQUALIFICATION

1.1 Name of contractor: _____

1.2 Address of head office: _____

(Number) (Street) (Province /State)

(Country) (Zip/Postal Code)

(Telephone) (Fax) (Cellular)

1.3 Address of registered offices or branch offices (if applicable):

a) _____

b) _____

c) _____

1.4 Name and address of representative or agents (if applicable)

a _____

b _____

c _____

1.5 Parent organization or holding company (if applicable):

1.6 Main shareholders:

1.7 Directors

Name	Position	Age	Qualification
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

1.8 Key personnel

Name	Position	Age	Qualification
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

1.9 List of delivered contractor's licenses (specify state, province or country):

1.10 List subcontractor or partners identified for the related scope of work (and licenses):

Engineering Check if NOT APPLICABLE

b) Project Management Check if NOT APPLICABLE

c). Procurement

Check if NOT APPLICABLE

d) Construction

i) Civil

Check if NOT APPLICABLE

ii) Piping

Check if NOT APPLICABLE

iii) Mechanical

Check if NOT APPLICABLE

iv) Boilers and power vessels

Check if NOT APPLICABLE

v) Inspection of storage tanks

Check if NOT APPLICABLE

vi) Construction of storage tanks Check if NOT APPLICABLE

vii) Reconstruction, repair of storage tanks Check if NOT APPLICABLE

viii) Electricals Check if NOT APPLICABLE

ix) Instrumentation & Control Check if NOT APPLICABLE

x) Site Safety and Environment Check if NOT APPLICABLE

xi) Welds, plates and shell inspections Check if NOT APPLICABLE
(X-ray, die penetrant, Ultrasonic, etc)

xii) Painting and/or coating Check if NOT APPLICABLE

xiii) Thermal insulation Check if NOT APPLICABLE

xiv) Others Check if NOT APPLICABLE

xv)

1.11 Identify the quality assurance program (for contractor and subcontractor) and issued certificates:

2. CONTRACTOR'S FINANCIAL STANDING

2.1 Approximate total annual turnover for the last five years, by project:

Year	Volume of work in \$ US	Project Title	Type of work
2014	_____	_____	_____
		_____	_____
		_____	_____
		_____	_____
2013	_____	_____	_____
		_____	_____
		_____	_____
		_____	_____
2012	_____	_____	_____
		_____	_____
		_____	_____
		_____	_____
2011	_____	_____	_____
		_____	_____
		_____	_____
		_____	_____
2010	_____	_____	_____
		_____	_____
		_____	_____
		_____	_____

2.2 Reference of banking and credit institutions

Institution	Address	Referring officer
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2.2.1 Total line of credit with banks and use thereof:

_____	_____	_____
_____	_____	_____
_____	_____	_____

2.3 Bonding

2.3.1 Maximum aggregate amount of bonding capacity: \$US _____

2.3.2 Reference of bonding institutions

Institutions	Address	Referring officer
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2.4 Financial Statements

2.4.1 Are audited financial statements available? Yes No

(if so, please attach statements for past 3 years)

2.4.2 Does contractor issue an annual report? Yes No

(if so, please attach latest report)

2.4.3 Auditors: Name: _____

Address: _____

Referring officer: _____

Does your company have any significant outstanding debts or unsecured loans, debts, or trading losses not shown in the report and accounts? If so, give brief details:

2.5 Insurance

State names of insurance companies and amount of present coverage for:

	Insurer	Available Coverage
a) Comprehensive public liability	_____	_____
b) All risks	_____	_____
c) Workmen's compensation	_____	_____
d) Automobile liability	_____	_____

2.6 Legal:

2.6.2 Solicitors/Law Firm _____

Address: _____

Name of Lawyer: _____

2.6.2 Have you any outstanding legal claims, actions, judgments, or liens against you? If so, give brief details including the sums of money at issue:

2.6.3 Is your company currently the subject of any financial legal or governmental investigation or dispute and, if so, what effect will this have upon your ability to trade normally and, in particular, to exercise the work which is the subject of this inquiry?

2.6.4 Note: The information requested in this section of the inquiry is required for no other purpose than to enable LPRC to determine to its satisfaction that the renderer's Financial Status will enable it to perform the work in accordance with the term of the contract. This information will be given restricted circulation within the LPRC organization, and tenderers may, if they so wish, include this questionnaire in a separate sealed envelope marked "Financial Questionnaire – Confidential"

Authorization is hereby given for the banks, solicitors, auditors and bonding, insurance, and client companies to release information pertinent to the representation made herein.

Signed _____ Date _____

3. CONTRACTOR'S EXPERIENCE – PIPELINE, STOTAGE TANK AND PIPING NETWORK

3.1 The following list provides details of contracts whether completed or underway.

a) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

b) Title of contract _____
a) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

c) Title of contract _____
a) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

d) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

e) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

(if the space provide is not sufficient, attach additional sheet referencing paragraph 3.1)

3.2 The following list provides details of other contracts, wither completed or underway which because of their nature, size, value, or other conditions constitute suitable qualification to carry the proposed work.

a) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

b) Title of contract _____
Employers/Owner _____ Consultant/ _____
_____ Engineer/ _____
_____ Manager _____

Location of the work _____
Nature of the contract _____
Value of the contract _____
Contractual completion date _____ Date of the contract _____
Reason for delay (if applicable) _____ Actual completion date _____

(if the space provide is not sufficient, attach additional sheet referencing paragraph 3.3)

3.3 Other information

Provide below details of any information which is considered pertinent or vital, or which in any way could affect the contractor's inclusion on future bidders' lists.

3.4 Attach sheets describing

- a) Work in progress
- b) Resumes of key personnel available
- c) List of personnel available
- d) Equipment owned
- e) Equipment rented
- f) Contractor workload
- g) Engineering and management tools
- h) Project management/control of scope

4 RELATIONS WITH LIBERIAN SUBCONTRACTORS, SUPPLIERS, AND LABOUR

It is the intent of LPRC to promote and maximize the involvement of Liberian subcontractors , suppliers, and labor in this capital project. With this policy in mind, during the tendering process LPRC will solicit a detailed specific plan that each bidder has formulated to achieve LPRC’s policy goals of maximizing local spin-off benefits from this project. Point will be awarded in the tendering process in accordance with the effectiveness of these plans.

LPRC believes that this project provides an excellent opportunity for:

- Liberian subcontractors, particularly in the areas of lighting, security, and electronic surveillance, fabrication and welding, and civil works.
- Liberian suppliers.
- The hiring of Liberian laborer by the contractor for skilled and unskilled labor and for project management positions. Particularly on the long-term phases of the project, apprenticeship programs teaching unskilled workers new construction trade skills.

Participation by Liberian nationals must be bona -fide with preference given to those citizens who reside in the country. LPRC will also welcome Liberian citizen’s participation in the ownership and management of any joint venture of locally owned subsidiary.

In this regard, outline below (1) your experiences and policies with regards to the maximization of local spin-off benefits in your other projects and (2) preliminarily, your view of opportunities that this project presents for Liberian citizens and locally resident-and –owned Liberian companies as subcontractors, suppliers, and labor.

5 SUBMISSION OF PREQUALIFICATION INFORMATION:

PRE- Qualification information must be submitted in 6 sets, duly signed and addressed to:

Prince W.Kieh
Procurement Manager
Liberia Petroleum Refining Company
Product Storage Terminal
Bushrod Island
Monrovia, Liberia
E-mail: pkieh@lprclib.com
Mobile Number: +231-886523397

The deadline for the submission of Pre-qualification information is February 20, 2015 at 12:00 noon GMT.

Pre- Qualification information submitted after this date and time will **not be accepted.**

For inquiries, please contact Mr. James Johnson on mobile number +231886437480 or by E-mail: jjohnson@cjconstructioninc.com and Mr. Prince W. Kieh on mobile number +231886523397 or by E-mail: pkieh@lprclib.com

1. Notification to Applicants

All applicants who satisfy the conditions of prequalification shall be prequalified and notified within fourteen (30) days after the evaluating the prequalification information of interested applicants. Unsuccessful applicants shall also be notified in the same manner.

(Letterhead of Company)

(APPLICATION LETTER)

To: (Name of Client)

Re: (Name of Project)

Dear Sir/Madam:

We are pleased to apply for participation in the prequalification for the captioned project, to be financed by your internal revenue, and to submit the documents in original and copies for your review and acceptance. The documents in original and duplicate, which are attached hereto.

We declare that the particulars attached herein are true and correct in every detail.

Yours respectively,

(Signature)

(Printed name of signer)

(Title of signer)

(Name of bidder)

(Address of bidder)

Note: Name and position of person who may be contacted for further information if required are as follows:

Name:

Position:

Telephone No.:

Official & Active Email address.