



## **PRESIDENTIAL COMMITTEE ON DEREGULATION OF THE DOWNSTREAM PETROLEUM SECTOR**

Room 211, Block A, NNPC Towers, Herbert Macaulay Way  
Central Business District, Abuja

### **REQUEST FOR PROPOSAL FOR SELECTION OF PROCESS AUDITOR**

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1. The Federal Government of Nigeria intends to carry a PROCESS REVIEW and VERIFICATION OF NNPC DEDUCTIONS AND OTHER OIL MARKETING COMPANIES CLAIMS FOR PETROLEUM SUBSIDIES.
2. The COMMITTEE ON THE DEREGULATION OF THE DOWN STREAM PETROLEUM SECTOR now invites proposals to provide the following consulting services: More details on the services are provided in the Terms of Reference.

RFP is hereby requested from reputable Firms (The term “**Firm**” would be used interchangeably with “**Consultant**” wherever it appears in this document). The Firm shall have a proven track record of process auditing in complex and challenging engagements. The Firm must demonstrate an in-depth understanding of process auditing and should have sufficient technical exposure to petroleum products marketing and subsidies to guarantee a competent and professional approach to the work. Excellent analytical and communication skills are essential. The Firm must also demonstrate the ability to detect

challenges in the subsidy implementation process, proffer a range of practical solutions thereto, and summarize the relevant information in a concise and easily understandable manner. Finally, to avoid any possible conflicts of interest, it is necessary to preclude any consultants that have previously been directly or indirectly engaged, contracted or otherwise involved in any previous review of the petroleum subsidies and deductions. Full and frank disclosure of any such engagements must be declared on application.

3. A firm will be selected under Quality and Cost-Based Selection (QCBS). Procedures for selection are described in the RFP.
4. In addition to the Letter of Invitation, the RFP includes the following documents:
  - Section 1: Instructions to Firms (ITF)
  - Section 2: Special Instructions to Firms (SIF)
  - Section 3: General Conditions of Contract (GCC),
  - Section 4: Special Conditions of Contract (SCC),
  - Section 5: Proposal & Contract Forms
  - Section 6: Terms of Reference (TOR)
5. A Pre-Bid meeting will be held on **Monday, APRIL 27, 2009** at 12 noon at the office of the Client: The OFFICE OF THE HONOURABLE MINISTER, FEDERAL MINISTRY OF FINANCE, AHMADU BELLO WAY, CENTRAL BUSINESS DISTRICT, ABUJA.
6. Firms which had responded to the initial advertisements for Expression of Interest are advised to collect the letters and bids they had earlier submitted. They are also advised to collect the Request for Proposal

and attend the pre-bid meeting as contained in this advertisement. This advertisement is in furtherance to the earlier advertisement for Expression of Interest placed in THE GUARDIAN, LEADERSHIP, THISDAY and DAILY TRUST newspapers of Monday, March 30, 2009. Also note that this advertisement is posted on the following websites: **[www.fmf.gov.ng](http://www.fmf.gov.ng), [www.nnpcgroup.com](http://www.nnpcgroup.com) and [www.bpp.gov.ng](http://www.bpp.gov.ng).**

7. Upon receipt, please acknowledge by sending an electronic mail to any of the following e-mail addresses: [mudoh@fmf.gov.ng](mailto:mudoh@fmf.gov.ng), [olu.akani@nnpcgroup.com](mailto:olu.akani@nnpcgroup.com), stating that:
  - (a) You have received the Letter of Invitation and the RFP; and
  - (b) Whether you will submit a proposal alone or in association with any other Firm or Firms.
8. Request for Proposal is obtainable upon the payment of a non-refundable tender fee of N250, 000.00 (Two Hundred and Fifty Thousand Naira) only to the Federal Government of Nigeria.
9. More information on the conditions of contract for the selection of Consultants/Firms under Quality and Cost-Based Selection (QCBS) can be downloaded from [www.bpp.gov.ng](http://www.bpp.gov.ng).
10. Please note that the closing date for the Request for Proposal shall be 12 noon, Thursday April 30, 2009. The bids will be opened immediately and bidders and members of the public as well as Civil Society who wish to witness the bid opening ceremony are cordially invited.

Signed:

**Permanent Secretary,  
Federal Ministry of Finance**