

Request for Proposal

Design, Material Supply, Installation and Commissioning of LPG Storage and Dispensing System

Project Title	Design, Material Supply, Installation, Testing and Commissioning of LPG Storage and Dispensing System at Eruwa
RFP Reference	ATF/RFP2026-01
Procuring Entity	AATF
Location	Eruwa, Nigeria
Submission Deadline	3 July 2026, 15:00 (WAT)
Mandatory Site Visit	Yes

1. Invitation to Submit Proposal

AATF invites qualified and experienced individual/firm Engineering, Procurement and Construction contractors to submit technical and financial proposals for the design, supply, installation, testing and commissioning of an LPG storage and dispensing system at the AATF Eruwa Factory site. The successful contractor shall provide a complete, safe, compliant and operational system, including all installation materials, civil works, mechanical works, electrical works, instrumentation, approvals support, testing, commissioning, documentation and training.

2. Project Background and Objective

The project requires the establishment of an LPG storage and dispensing point of two aboveground LPG storage vessels of 5MT and 10MT capacity that AATF have already procured for installation, pumping and metering equipment, piping network, pressure regulation, safety systems, canopy, perimeter protection and associated civil and electrical works. The objective is to procure a turnkey solution delivered by one accountable contractor, from engineering design through commissioning and handover.

3. Required System Capacity

Component	Minimum Requirement
Transfer system	LPG pump, motor, bypass arrangement, flow meter, valves, strainers and fittings suitable for LPG service
Dispensing/user connection	Complete piping, pressure regulation and metering arrangement to the designated user point
Safety systems	Pressure relief, emergency shutdown, excess flow protection, earthing, fire protection interface, signage and emergency response provisions
Civil works	Foundations, equipment plinths, drainage, canopy, fencing, access and protection works

4. Scope of Work

- Conduct site verification and confirm final design basis
- Engineering design and site verification
- Supply of all installation materials
- Construction and installation works
- Testing, commissioning, and training

5. Technical Requirements

- Pump, flow meter and piping system
- Safety systems including ESD and earthing
- Civil infrastructure
- All works to comply with ASME, NFPA LPG standards, and Nigerian regulations.

6. Commercial Pricing Template (BoQ) *(To be completed by bidder)*

No.	Description	Unit	Qty	Rate	Amount
1	Engineering & Design				
2	Civil Works & Foundations				
3	Piping & Valves				
4	Pump & Metering System				
5	Electrical & Instrumentation				
6	Installation & Commissioning				
7	Transportation & Logistics				
8	Training & Documentation				
9	Warranty & Maintenance				

Note: The BoQ must provide a detailed cost breakdown inclusive of all applicable statutory taxes, duties, transport, installation, testing, commissioning, documentation and any other costs required to deliver a complete system.

7. Installation and Commissioning Scope

- Mobilise competent personnel, tools, lifting equipment and safety controls.
- Confirm site readiness, working boundaries, permit-to-work requirements and safety controls.
- Install foundations, plinths, supports, canopy, fencing and drainage works.
- Position and secure LPG vessels in accordance with approved layout and safety distances.
- Install pumps, flow meter, valves, regulators, piping, instrumentation and electrical systems.
- Carry out welding, jointing, coating, earthing, bonding and equipment alignment.

- Perform pressure testing, leak testing, valve testing, emergency shutdown testing and functional checks.
- Commission the complete system under controlled conditions and demonstrate safe operation.
- Train operators on normal operation, emergency shutdown, isolation, inspection and basic maintenance.
- Submit commissioning report, test certificates, calibration certificates, manuals, warranties and as-built drawings.

8. Compliance Checklist

No.	Requirement	Comply / Not Comply	Evidence / Comment
1	Valid company registration and tax compliance documentation		
2	Demonstrated experience in LPG storage, piping, dispensing or gas plant installation		
3	Evidence of qualified mechanical, civil, electrical and safety personnel		
4	System design aligned with applicable Nigerian regulatory requirements and recognised LPG safety codes		
5	Preliminary site layout, general arrangement, process flow and piping drawings submitted		
6	Safety distances, hazardous area considerations and emergency access addressed		
7	Fire protection, emergency shutdown, gas detection interface and safety signage included		
8	Pressure testing, leak testing, commissioning and handover plan included		
9	Warranty, after-sales support and spare parts availability stated		

9. Mandatory Site Visit

Attendance at the site visit is mandatory. Bidders shall inspect the proposed installation area, access routes, available space, ground conditions, nearby structures, utility connections and safety constraints. A signed site visit attendance form must be submitted with the proposal. Failure to attend may result in disqualification (*see attached site visit form on Annex 1*).

10. Payment Milestones

- 20% upon design approval and within 15 days of AATF receiving an acceptable invoice;

- 40% equipment delivery;
- 20% installation completion;
- 15% upon commissioning, handover and acceptance;
- 5% defect liability retention payable after six (6) months, subject to satisfactory completion of the defect liability period.

Key Conditions

Turnkey delivery is required. Payments shall be tied to verified performance, submission of required supporting documents, and acceptance by AATF.

10. Proposal Submission Requirements

- Company profile and relevant project experience.
- Technical proposal, methodology and project execution plan.
- Preliminary technical drawings and design assumptions.
- Completed BoQ with pricing.
- Completed compliance checklist.
- Delivery and implementation schedule.
- Health, safety and environmental plan.
- Warranty terms, maintenance support and spare parts proposal.
- Copies of certificates, product datasheets and statutory compliance evidence.

11. Key Contract Conditions

- The contractor shall be responsible for a complete turnkey system and shall not rely on omissions in the BoQ to exclude items necessary for safe operation.
- All equipment and materials shall be new, fit for LPG service and supported by manufacturer documentation.
- The contractor shall comply with applicable Nigerian laws, site safety rules and recognised LPG safety standards.
- No installation work shall begin until AATF approves the final drawings, method statements and safety plan.
- Final payment shall be subject to successful commissioning, submission of handover documents and acceptance by AATF.

12. Evaluation Criteria

Criteria	Weight
Technical compliance, design quality and safety approach	30%
Relevant LPG project experience and team competence	20%
Delivery schedule and implementation methodology	10%
Warranty, support, documentation and training	10%
Financial proposal and value for money	30%

13. Proposal Validity and Clarifications

Proposals shall remain valid for a minimum of ninety (90) days from the submission deadline. **Requests for clarification shall be submitted via email Procurement@aatf-africa.org.** AATF may issue addenda where necessary to ensure all bidders receive the same information.

14. Proposal Submission Guidelines

Eligible firms or individuals should submit their proposals on or before **Friday, 3 July 2026 at 15:00 (WAT)**, quoted in Nigerian Naira, through the email address Procurement@aatf-africa.org with the “**Email Subject: ATF/RFP2026-01**”. Proposals will be evaluated based on technical compliance, safety, relevant experience, delivery approach, and value for money.

AATF will review proposals after the submission deadline in accordance with the evaluation criteria stated in this RFP. AATF may request clarifications from bidders where necessary, provided that such clarifications do not materially change the proposal submitted.

AATF Terms and Conditions

- This RFP and any resulting purchase order or contract shall be governed by AATF procurement policies, the instructions contained in this RFP, and the final contract documents issued by AATF.
- AATF reserves the right to accept or reject any proposal, cancel the procurement process, negotiate with one or more bidders, or award the contract in whole or in part without incurring liability to any bidder.
- Submission of a proposal shall not create any contractual obligation on AATF. A contract shall only become binding after formal written award and signature by authorised representatives of AATF and the successful bidder.
- Prices quoted shall be firm, complete and inclusive of all applicable taxes, duties, transport, insurance, labour, tools, equipment, statutory approvals support, testing, commissioning, documentation, training and any other cost required to deliver a safe and operational turnkey system.
- The successful contractor shall comply with all applicable laws, regulations, permits, safety requirements and recognised standards relevant to LPG systems in Nigeria, and shall be responsible for the quality, safety and fitness for purpose of all goods, works and services supplied.
- All information provided by AATF, whether written, oral or observed during the site visit, shall be treated as confidential and used only for the purpose of preparing and performing this proposal and any resulting contract.
- **Bidders shall disclose any actual or potential conflict of interest** and shall not offer gifts, inducements or improper advantage to AATF staff, partners or representatives. Any breach may lead to disqualification or contract termination.
- The contractor shall warrant that all supplied equipment, materials and workmanship are new, genuine, free from defects and suitable for LPG service. Warranty and defect liability

obligations shall remain in force for the period stated in the contract or proposal accepted by AATF.

- Payment shall be made only against agreed milestones, satisfactory performance, submission of required supporting documents and acceptance by AATF. AATF may withhold payment for incomplete, defective or non-compliant work.
- Any dispute arising from the procurement or resulting contract shall first be addressed through good-faith consultation between the parties, without prejudice to any legal remedies available under the governing contract documents.
- Zero tolerance for corruption. Violations lead to disqualification or termination.

Disclaimer

This RFP provides preliminary procurement requirements. The contractor remains responsible for verifying site conditions, preparing final engineering designs, obtaining or supporting required approvals, and delivering a safe and compliant LPG system suitable for its intended use.

Annex 1: Site Visit Form

RFP Mandatory Site Visit Form

Project:	Design, Material Supply, Installation and Commissioning of LPG Storage and Dispensing System at Eruwa		
RFP Reference No.	ATF/RFP2026-01	Date of Site Visit	
Site Location	Eruwa	Time	
Procuring Entity	AATF	Procurement Contact	

1. Vendor Details

Company Name	
Representative Name	
Designation	
Phone / Email	
Company Address	

2. Site Visit Attendance Confirmation

The undersigned confirms that they attended the mandatory site visit, inspected the proposed installation area, reviewed access conditions, and noted all site-specific requirements necessary for preparing a complete and responsive quotation.

3. Site Conditions to be Verified by Vendor

No.	Item to Confirm	Vendor Observation / Comment
1	Available space for 5MT and 10MT LPG storage vessels	
2	Access for delivery truck, crane, lifting equipment, and installation team	
3	Ground condition, foundation requirements, drainage, and civil works need	
4	Distance from buildings, ignition sources, traffic routes, and public access areas	
5	Route for piping network from storage vessels to user point	

6	Electrical supply, earthing, emergency shutdown, and safety control requirements	
7	Fire protection, signage, fencing, canopy, and security requirements	
8	Permits, statutory approvals, testing, commissioning, and handover requirements	

4. Vendor Declarations

- We have inspected the site and understand the physical, technical, safety, and logistical conditions affecting the works.
- Our quotation shall include all required installation materials, labour, tools, transport, installation, testing, commissioning, and documentation unless clearly excluded.
- We acknowledge that failure to attend the mandatory site visit may lead to disqualification from the RFP process.
- We understand that any later claim based on site conditions not observed during the site visit may not be accepted.

5. Sign-Off

Vendor Representative:

Name: _____

Company Stamp:

Signature: _____

Date: _____

AATF Representative:

Name: _____

Company Stamp:

Signature: _____

Date: _____