

## TENDER DOCUMENTATION

### Course Overview

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This course provides structured, practical training on the preparation, review, and submission of tender documentation within the Nigerian oil and gas industry. It equips participants with the competence to interpret tender requirements, develop compliant technical and commercial proposals, and align submissions with regulatory, contractual, and evaluation criteria set by operators and regulators, including Nigerian Upstream Petroleum Regulatory Commission (NUPRC) and Nigerian Content Development and Monitoring Board (NCDMB).

The program emphasizes hands-on tender documentation development, compliance mapping, Nigerian Content justification, and bid-risk mitigation to reduce disqualification and improve bid success rates..

### Course Objectives

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By the end of this course, participants will be able to:

- Interpret oil & gas tender documents and evaluation criteria accurately
- Develop tender compliance matrices and response crosswalks
- Prepare technically and commercially compliant proposals
- Address Nigerian Content and regulatory documentation requirements
- Avoid common causes of bid rejection and disqualification
- Support bid clarification, evaluation, and award processes

### Who should attend?

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- Oil & gas service companies and EPC contractors
- Bid, procurement, and commercial teams
- Project managers and project controls professionals
- Compliance and regulatory officers
- Consultants supporting oil & gas tenders

### Course Duration

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- **Standard:** 3–5 days (Instructor-led)
- **Executive Version:** 2 days
- **Delivery Mode:** Classroom / Virtual / Hybrid