



**RIVERS STATE GOVERNMENT
BUREAU FOR PUBLIC-PRIVATE PARTNERSHIPS**

**PROJECT PROPOSAL TEMPLATE
(Electronic Version – Available on Request)**

This document outlines the format to be adhered to in developing the initial proposal (for concept approval) to be submitted to the Rivers State Bureau for Public-Private Partnerships (BPPP).

Please note that;

- * All information requested in this Template is compulsory and not optional.
- * The information requested is not exhaustive and as such supplementary information should be provided in the appropriate section as required
- * This page is not to be included in your submission
- * Note that non-adherence to all the above instructions may adversely affect your proposal

Proposals should be submitted to:

**The Executive Director
Rivers State Bureau for Public-Private Partnerships
6A Harley Street
Old GRA
Port Harcourt
Rivers State**

Please note that submitting a proposal does not constitute a commitment on the part of Rivers State Government to execute the project with the proponent.

Proposals may be subjected to Competitive Bidding.

PROJECT PROPOSAL

PROJECT TITLE

SUBMITTED BY (NAME OF COMPANY/CONSORTIUM)

DATE OF SUBMISSION

1. Introduction

- (a) Provide the Name of the Company, Organization or Consortium submitting the proposal and other relevant information including information about the Contact Person.
- (b) Briefly describe the project; project background; current situation, sector and technical features of the project. Outline the underlying need, problem or opportunity that the project will address and how it will optimally address them.

2. Project Suitability Statement

- (a) Explain and justify the project's strategic fit (suitability) and how it supports any of Rivers State's policies and strategic plan and or any other national and/or multilateral strategy.
- (b) Are there any other technical options? If yes, have these options been considered? If no, explain why.
- (c) Provide details of site and or land availability (if relevant).
- (d) Describe environmental and social difficulties. (Part of pre-feasibility)
Please attach Report.

3. Project Objectives

- (a) What are the objectives of the project?
- (b) What will the project accomplish in general (qualitative) and, in clear and measurable (quantitative) terms?

4. Benefits of the Project to Rivers State

State the actual benefits ("*what*" and "*how*") that the project will bring to the State and its citizens. e.g. improvement of living standard and public safety, job creation, infrastructure redevelopment, increased revenue, etc.

5. Project Scope and Modalities

- (a) What is the actual scope of the project?
- (b) Detail the -
 - Project design (if appropriate)
 - Implementation approach
 - Infrastructural and technical content and specifications
- (c) How will success and progress be measured/milestones?
- (d) What innovation is the project/solution proposing?

6. Transaction Structure

- (a) What type of PPP models or structure(s) is/are being proposed for the project?

Please tick the appropriate column below:

S/N	PPP MODEL	TICK
1	Design and Build (DB)	
2	Design, Build and Operate (DBO)	
3	Design, Build and Maintain (DBM)	
4	Design, Build, Operate and Maintain (DBOM)	
5	Design, Build, Finance, Operate and Maintain (DBFOM)	
6	Design, Build, Finance, Operate, Maintain and Transfer (DBFOMT)	
7	Build, Operate and Transfer (BOT)	
8	Build, Own, Operate and Maintain (BOOM)	
9	Build, Own, Operate, Maintain and Transfer (BOOMT)	
10	Concession	
11	Others	

If others, provide description.

- (b) Provide extensive information on why a PPP is being proposed.
- (c) Would a Special Purpose Vehicle (SPV) be required? If so, detail the proposed ownership of the SPV.
- (d) How will the project be funded?
- (e) The terms and conditions proposed for the PPP should be included here.
- (f) What are the benefits, to all parties, of the PPP structure being proposed?

7. Project Stakeholders

- (a) What are the affected areas of the impacted population? Who will be directly or indirectly impacted by the project?
- (b) Who are the project beneficiaries?
- (c) List the various parties that would be involved in the project and their responsibilities in/contributions to the project, if any.
- (d) Include the sponsor(s)/ fund provider(s), if any.
- (e) Provide details of obligations and or public support expected from Rivers State Government.

8. Project Viability

- (a) State the estimated total cost of the project i.e. the Total Investment required for the project. This should be for the Capital Expenditure (CAPEX), Operating Expenditure (OPEX) and Maintenance Cost. (Working Estimates would do)

- (b) Provide 5-20 years financial projections with the broad assumptions clearly outlined.
- (c) Scenario Analysis that will incorporate the effect of movement in key economic variables (interest rates, foreign exchange rates, etc.) and government policies, as applicable.
- (d) Describe the need being fulfilled by the project, main economic impact factors and socio economic benefits of the project.
- (e) Include other relevant information in relation to the economic soundness, project readiness, risk or failure in project delivery and implementation and so on.

9. Consortium/Company Structure and Capabilities

(1) Ownership structure & Shareholding

- (a) List of shareholders and related shareholdings.
- (b) Company registration documents for the company(ies) involved.

(2) Consortium/Company structure

- (a) What provisions are there for Local Content (participation of Rivers State indigenes and residents), as part of the project consortium?
- (b) Details of the Consortium or Organization proposing the project and teams that would implement the project. Outline the local and foreign partners. Detail the partnership relationships as it relates to the project e.g. technical partners, subsidiary relationship.

This should include a schematic diagram showing the inter-relationships between consortium members.

(3) Capabilities Statement

- (a) Outline the relevant Technical and Managerial capabilities of the Consortium or Organization, including cognate project experience, successful and unsuccessful track records and references, as necessary.
- (b) Audited financial statements for 3 years of consortium and company(ies) that make up the consortium. As well as records of tax compliance.
- (c) Details and evidence of available funding and access to credit lines.
- (d) Provide details of any previous or on-going projects and or forthcoming projects with Rivers State Government, if any.
- (e) Records of demonstration of Technical expertise to successfully execute and manage the project.

(4) Documentation to support consortium structure and capabilities

- (a) MOU or Agreement with Technical Partners.
- (b) Memorandum and Articles of Association of Proposers and members of Consortium.
- (c) Partnership Agreements (if applicable).
- (d) Letters of Commitment from Bankers, Financiers and Investors.
- (e) Any other documents deemed appropriate.

10. Programme/Timelines

Outline the project timelines and phases with the appropriate milestones (indicate if the project is to be implemented in phases). This could include high level work plans, deliverables and targeted durations and or dates of completion, required resources (personnel), pre- and post-implementation approach.

11. Appendices

- (a) All relevant appendices should be clearly listed and attached in order.
- (b) Additional information as deemed necessary should be provided herein under the appropriate headings.

ADVISORY:

- (1) *The submission of the foregoing information and document is not evidence of any intention or agreement on the part of Rivers State Government to enter into any public-private partnership arrangement with the Proposer(s).*
- (2) *If this submission is in response to a Request for Proposals (RfP) by a Ministry, Department & Agency (MDA) of the Rivers State Government, the Proposer is expected to pay the required Bidding Fee to the Rivers State Government.*
- (3) *If this submission is not as a result of a Request for Proposals (RfP), it is an **Unsolicited Proposal** and the Proposer will be bound by the provision of Section 61 (2) of the Rivers State PPP Law which states that “Every unsolicited project proposal shall be accompanied with a deposit of One Million U.S. Dollars (\$1,000,000.00) to be paid in the form of a bank guarantee or certified bank funds.”*