



REQUEST FOR PROPOSAL

DATE: February 17, 2026

GUYANA DEEP WATER OPERATIONS INC.

A Subsidiary of SBM OFFSHORE

GDO-SCM-103

REQUEST FOR PROPOSAL (RFP)
ON BEHALF OF GUYANA DEEP WATER OPERATIONS INCORPORATED (GDO)

GDO-SCM-103
Management, Coordination & Production of Branding and Printing Materials



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BACKGROUND

Guyana Deep Water Operations Incorporated (GDO), hereinafter referred to as the "Purchaser", a subsidiary of SBM Offshore is the operator of the Liza Destiny, Liza Unity, Prosperity and One Guyana Floating Production, Storage and Offloading (FPSO) vessels. SBM Offshore provides floating production solutions to the offshore energy industry, over the full product life cycle. The Company is market-leading in leased floating production systems with multiple units currently in operation and has unrivalled operational experience in this field. The Company's main activities are the design, supply, installation, operation, and life extension of FPSO vessels. These are either owned and operated by SBM Offshore and leased to its clients or supplied on a turnkey sale basis.

SECTION 1 – INSTRUCTIONS TO SUPPLIERS

1.1. GENERAL

The PURCHASER has the right to refuse any proposal that does not duly meet the requirements detailed in this document.

The SUPPLIER shall restrict the communication to the Focal Point informed by the PURCHASER on the cover page of this document. Except in cases when there is prior written consent by the PURCHASER focal point, any other kind of contact will be considered as a breach of trust, and it may cause the SUPPLIER's disqualification.

The PURCHASER shall not be charged for any cost/expense incurred by the SUPPLIER during the bidding process. Documents, specifications, proposals, or any other information, hereinafter simply referred to as proposals, shall be delivered entirely free of charge at the sole risk and expense of the SUPPLIER, in accordance with the following instructions:

1.2. SUBMITTING BID DATE

The proposal shall be sent to the focal point e-mail by **March 17, 2026**.

Unless previously approved in writing by the focal point, any proposal delivered after the stipulated date or outside the instructions given in this RFP shall not be considered.

1.3. LIMIT DATE OF THE PROPOSAL

The proposal must be valid, firm, binding and irrevocable for a minimum period of ninety (90) days before the RFP deadline.

1.4. PROPOSAL CURRENCY

The proposal shall be sent in Guyanese Dollar (GYD) currency.

1.5. THE COMMERCIAL AND TECHNICAL PROPOSAL MUST INCLUDE:

- Local Content Certificate
- Prices presented shall be fixed and non-adjustable for the period of **12 months**
- Company details: Legal name, address, and contact details (e-mail, telephone numbers)
- Payment term: Following receipt of a correctly submitted invoice, the PURCHASER shall pay the amount due within forty-five (45) days to the SUPPLIER
- Taxes: Include in the prices all applicable taxes and mention all the taxes considered, in accordance with the type of services offered in the proposal
- Bank Details
- Company services, product portfolio and office locations
- Similar services performed for the past five (5) years
- How long has the company been working in this market
- Company organogram

1.6. BID EVALUATION

The PURCHASER grants equality of opportunities to the SUPPLIERS.

The Proposal will not be opened in public, and content will not be divulged by the PURCHASER.

The PURCHASER reserves the right to grant, at its sole discretion, any part of this RFP and not in its entirety. The SUPPLIER shall indicate clearly in the proposal whether and to what extent a partial contract would affect the conditions presented.

The PURCHASER reserves the right to grant, at its sole discretion, any proposal other than one of lower value, in whole or in part, with or without notification of the reasons, or decide to perform the scope of this RFP in any other way elected by the PURCHASER which may include the complete cancellation of this BID.

1.7. COMPLIANCE

The PURCHASER maintains a solid Compliance program and strict rules of qualification and monitoring of its suppliers, as well as contractual clauses and/or terms and conditions inserted in our contracts and purchase orders. By submitting your Letter of Acceptance and Proposal, you, and the SUPPLIER company you represent attest that both of you agree to such rules and conditions.

The information regarding the PURCHASER's Code of Conduct, Anti-Corruption Policy and Compliance Guide can be found on our website at <https://www.sbmoffshore.com/who-we-are/our-ethics/anti-corruption/>. Additional information regarding the rules and conditions of our Compliance

Program may be requested directly from the focal point of the PURCHASER responsible for this BID process.

1.8. LIABILITY INSURANCE

Liability insurance in force shall be forwarded together with the Technical and Commercial Proposal by e-mail on **March 17, 2026**.

1.9. VENDOR QUALIFICATION

Please note that it is necessary for your company to be qualified as a supplier in the PURCHASER's system if it is selected for the execution of the services outlined in this RFP.

Be aware that it is a requirement to complete the qualification process prior to commencement of services and contract signing. The PURCHASER will follow the beginning of the qualification process, only with the winning SUPPLIER. The general documentation will be valid for a maximum of three (3) years (unless specified in the document). If you have already uploaded the required documentation in the past but it has expired, an update is required.

Remember that the PURCHASER will only be allowed to qualify the vendor with the correct set of documents attached to the order.

1.10. RFP INSTRUCTIONS

All documents required shall be delivered to the following email addresses before the RFP Due Date – **March 17, 2026**, COB (Close of Business, 17:00hrs).

No delay or extension will be granted.

Nelly.Hoodith@sbmoffshore.com
Tikeda.Roland@sbmoffshore.com
indirect.procurement.guyana@sbmoffshore.com

The email title format must respect as follows: **GDO-SCM-103 – Management, Coordination & Production of Branding and Printing Materials – Your Company Name — Final RFP Submission**

SECTION 2 – SCOPE OF SUPPLY

2.1. OBJECTIVE OF SERVICE

The objective of this scope is end-to-end management, coordination, and production of all branding and printing materials required to support corporate communications, events, stakeholder engagement, and internal initiatives. Services must align with SBM Offshore branding guidelines and quality standards. This includes but is not limited to:

- Ensure consistent and compliant use of the Company’s brand across all printed and physical materials.
- Deliver high-quality production and timely delivery of required branding and printing items.
- Provide professional coordination with vendors, suppliers, and event support partners.
- Support communication objectives by ensuring materials reinforce corporate messaging, identity and stakeholder experience.

Scope of Service Requirements:

Production & Printing Services

The Supplier shall:

- Produce high-quality printed materials in various formats, including small-format, large-format, and specialty promotional items.
- Manage proofing and approval cycles prior to full production.
- Ensure quality control relating to material selection, color matching, layout integrity, and finishing.
- Deliver branded merchandise and physical materials required for corporate initiatives and communication programs.

Brand Compliance, Advisory & Quality Assurance

The Supplier shall:

- Ensure that all produced materials comply with Company brand guidelines.
- Provide advisory support on brand applications, printing methods, and quality considerations.
- Review materials submitted by external partners to ensure accurate use of Company branding.
- Provide expert guidance on effective visual brand implementation, including recommendations on visual execution such as material selection, color applications across various backgrounds, optimal banner and signage dimensions, and other design considerations that enhance clarity, visibility, and alignment with SBM Offshore’s branding standards.

Promptly identify and report any issues that may compromise brand integrity—such as image distortion, stretching, misalignment, color inconsistencies, or quality defects during production—and propose corrective actions to ensure all final materials meet approved branding requirements.

Delivery, Logistics & Timelines

The Supplier shall:

- Ensure timely delivery of all materials to designated Company sites.
- Provide rapid-response production options for urgent or time-sensitive requests.
- Package, label, and transport materials in accordance with project requirements.

- Maintain clear communication on production timelines, delivery schedules and potential delays.

Commercial Consideration

- The supplier must demonstrate previous project experience of a similar scale and size.

2.2. PRICES

For the performance of the services outlined in the contract, the PURCHASER shall pay the SUPPLIER the prices and rates and they shall be firm, fixed, and non-adjustable from the effective date until the completion date of the contract. The measurement for services may occur at the end of the activity execution detailed in the PO.

Annex A Attached with price table.