Request for Information

About Us

We are an owner/operator and EPCI (Engineering, Procurement, Construction, and Installation) general contractor of floating production systems including Floating Production Storage and Offloading (FPSO) units, Floating Storage and Offloading (FSO) units, FLNGs, Tension Leg Platforms (TLPs), SemiSubmersibles, Mooring Systems and new technologies which will meet the challenges of gas production floaters.

Reference Name

FPSO Catering Services

Scope of Work

MODEC Guyana Inc. (“MOG”) is seeking a potential SUBCONTRACTOR to be responsible for providing comprehensive Offshore Catering and Hotel Services for MODEC’s offshore units in Guyana, ensuring the highest standards of food safety, quality, hygiene, and regulatory compliance, as well as meeting sustainability objectives.

The following section outlines, but is not limited to, the key components that comprise the scope of services to be provided:

1. Food & Beverage Provision
- Plan and deliver four daily meals and three snacks, with menus that are nutritionally balanced and include Guyanese and international cuisine.
- Accommodate all dietary requirements (vegetarian, vegan, gluten-free, halal, medical needs).
- 24/7 availability of essential items (water, milk, coffee, tea, juices, soft drinks, healthy snacks).
- Organize special events (themed meals, birthdays, holidays).
- No re-use of prepared food; safe disposal of leftovers.

2. Food Safety & Quality
- Implement a food safety management system compliant with Guyanese law and international standards (HACCP, ISO 22000).
- Maintain strict temperature control and hygiene protocols throughout the supply chain.
- Conduct regular microbiological testing of food, water, and surfaces.

3. Staffing & Local Content
- Provide a qualified, trained, and locally sourced team, meeting Guyanese local content requirements.
- Present an organizational chart and rotation plan for each unit.
- Ensure all staff have required certifications and participate in regular training.

4. Operations & Inventory Management
- Manage all kitchen equipment, utensils, and consumables, including preventive maintenance and calibration.
- Maintain robust inventory control, product rotation (FEFO), and minimum safety stock levels.
- Provide quarterly inventory reports and ensure a 20% safety margin for linens and utensils.

5. Health, Hygiene & Waste Management
- Enforce strict hygiene protocols for food handling and personal hygiene.
- Implement detailed cleaning and sanitation schedules for all areas.
- Manage waste in compliance with MARPOL Annex V and Guyanese regulations, including pest control.

Notes

• This is not a request for quote.

• Submission of an EOI is not and shall not be deemed as MODEC’s commitment to enter into any agreement with any Potential Supplier.

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6. Compliance & Quality Assurance
- Adhere to all Guyanese laws, regulations, and MODEC's internal HSSEQ policies.
- Maintain all required licenses and certifications.
- Define and monitor SLAs and KPIs, conduct regular client satisfaction surveys, and manage complaints effectively.

7. Logistics & Supply Chain
- Source, transport, and store supplies efficiently, ensuring cold chain integrity and compliance with local and international standards.
- Implement contingency plans for supply disruptions.

8. Training & Emergency Preparedness
- Provide comprehensive training for all staff, including food safety and emergency response.
- Maintain and regularly test an Emergency Response Plan and Business Continuity Plan for catering operations.

Requirements

SUBCONTRACTOR must provide:

- Sample menus and evidence of experience with Guyanese and international cuisine.
- Description of food safety management system and certifications (HACCP, ISO 22000, etc.).
- Organizational chart, staffing matrix, and local content strategy.
- List of kitchen equipment and maintenance schedules.
- Inventory control procedures and sample reports.
- Hygiene, cleaning, and waste management plans.
- Copies of all required licenses, permits, and certifications.
- Proposed SLAs, KPIs, and client feedback processes.
- Training matrix and competency assessment procedures.
- Emergency Response and Business Continuity Plans.

*All responses must be clear, concise, and supported by relevant documentation. MODEC reserves the right to request additional information as needed.

Instructions

1. Potential Supplier who wishes to participate are required to proceed to MODEC vendor portal and reply our official RFI questionnaire on the following link.
2. In order to reply the questions and formalize the EOI, the vendor needs to have its pre-registration done on the MODEC´s Vendor Portal if this is the first access. If needed: www.modec.com/gysuppliers
3. Once pre-registration is completed, the vendor shall proceed to RFI wall as per the address mentioned on step 1, and then after a validation on the Tax Id reference and email (used for the pre-registration) the form will be opened, and answers will be accepted.
4. Vendor shall receive a confirmation when EOI is submitted.
5. Vendor shall monitor email notifications with updates about MODEC Guyana Inc evaluation for the EOI´s received and applicable shortlisting for competitive process.
6. Please submit your final response with RFI form/EOI no later than 8/11/2025.

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