

**REQUEST FOR INFORMATION (RFI)**  
ON BEHALF OF GUYANA DEEP WATER OPERATIONS INCORPORATED (GDO)

**Occupational Health Services**



## 1. BACKGROUND

**Guyana Deep Water Operations Incorporated (GDO)**, hereinafter referred to as the "Company", a subsidiary of SBM Offshore is the operator of the Liza Destiny, Liza Unity and Prosperity 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.

## 2. GUYANESE CONTENT

Guyanese content development is the key factor to the success of our operation. We are committed to establishing Guyanese partnerships and developing Guyanese content. Thus, at technical and commercial similarities between bidders, we will consider the following preference:

1. Guyanese Company (*as per definition in Act No. 18 of 2021, LOCAL CONTENT ACT 2021*)
2. Guyanese-owned, registered in Guyana

It is our commitment to long-term sustainability to create social and commercial benefits back to Guyana whenever possible without jeopardising the HSSE & Quality of the products and services to be delivered as well as for our crew and facilities. Companies answering the Request for Information (RFI) will have to present their involvement in the Guyana community and/or any involvement in sustainability projects or development in Guyana.

## 3. OBJECTIVES

This RFI seeks technical and operational information from suppliers for meeting the Company's bid selection requirements for Occupational Health Services.

This RFI has several objectives:

1. We may use responses from you and the other participants to validate and further develop the Company's recommendations for the Request for Quotation (RFQ) for Occupational Health Services. The RFI process allows us to seek your input and develop a list of qualified bidders before structured bid rules take effect.
2. Second, the RFI process provides you with an opportunity to begin developing your responses to some of the potential requirements if you are selected for the RFQ.

Finally, depending on responses from you and the other participants, the Company may unbundle the services described in this RFI and in a future RFQ into several enabling agreements that may be awarded to more than one bidder.

## 4. SCOPE OF SUPPLY

### a. Description

Provide Occupational Health Services to be carried out at the CONTRACTED PARTY's facilities.

The supplier will be contracted to provide Occupational Health Services, namely: preparation, maintenance and updating of SBM Offshore Guyana Occupational Health Programme; carrying out an occupational medical examination; complementary exams; expert opinions; liaise with the company medical advisor, transmitting results and discuss cases; analysis of results and issuance of annual analytical report; monthly presentation of health indicators.

### b. Technical Information

The programme must comply with current Guyana's legal provisions, regulatory standards and other applicable regulations, as well as the CONTRACTING PARTY's guidelines, with the CONTRACTED PARTY being responsible for monitoring updates to the legislation and, according to its applicability, promoting relevant adjustments to the programmes with the knowledge and approval of the CONTRACTING PARTY. The coordination of the programmes will be the responsibility of the CONTRACTING PARTY.

The CONTRACTED PARTY must meet the criteria defined by the CONTRACTOR, by applicable Guyana legislation and CONTRACTOR guidelines, for the definitions of suitability or unsuitability for the role and, above all, for carrying out special activities, such as: Emergency Response Team, Work at Height, Work in Confined Spaces and Electrical Work.

The CONTRACTED PARTY will be responsible for carrying out occupational medical examinations, as well as for referrals to specialist doctors, when indicated by examining doctors from its own network or accredited clinics and/or by the coordinating doctors of the CONTRACTOR.

The CONTRACTED PARTY must ensure that when referral for consultation with psychiatry, orthopedics and audiology is indicated, these are responded to with the issuance of a clinical-occupational-expert technical opinion from the specialist doctor.

The CONTRACTED PARTY must monitor ALL cases sent for consultation with a specialist doctor until resolution and definition of suitability or unfitness for work.

The CONTRACTOR will be responsible for controlling the validity, calling and scheduling of periodic medical examinations and liaise with the CONTRACTED PARTY. The CONTRACTED PARTY must respond with the dates and times of appointments within 48 working hours after the CONTRACTING PARTY's request.

The CONTRACTED PARTY must issue the analytical report annually, considering at a minimum: the number of clinical examinations carried out; the number and types of complementary exams performed; statistics of abnormal results from complementary exams, categorized by type of exam, sector or function; incidence and prevalence of work-related illnesses, categorised by sector or function; comparative analysis in relation to the previous report and discussion of variations in results.

The CONTRACTOR must ensure that all professionals involved in carrying out medical and complementary examinations must be properly trained and have active registration with the respective Class Councils.

The CONTRACTED PARTY must issue a Fit or Unfit certificate for each check-up in relation to the health condition of the employees.

**c. Health Performance Indicators Required**

The CONTRACTED PARTY must present the following indicators monthly and/or upon request from the CONTRACTING PARTY:

- Percentage of exams planned and carried out in the period and accumulated for the year
- Percentage of valid and expired medicals
- Percentage of unfit in period
- Percentage of unfit grouped by type of examination and causes
- BMI: Percentage by range <20, 20 and 30, between 30 and 35, 35 and 40, >40, accompanied by a nominal report of employees within each age group.
- Arterial Hypertension: Percentage of employees who had systolic blood pressure greater than 120mmHg and diastolic blood pressure greater than 80mmHg Confirmed arterial hypertension.
- DASS-21 - Send nominal report according to the range defined in the protocol, not limited to critical cases
- Fasting blood glucose: Percentage of employees who had fasting blood glucose levels greater than 99 mg/dL confirmed diabetes
- Blood cell count: Percentage of parameters lower or higher than the standard defined by the laboratory
- Reticulocytes: Percentage of tests greater than 3.0 mg/dl
- Chest and lumbar radiography: Percentage of altered exams X Unit and function
- Ophthalmological examination: Percentage of altered examinations, accompanied by a nominal report of the employees who presented the change
- Audiometry exam: Percentage of altered exams x type of loss

**d. Scope of Supply Requirement(s)**

The supplier must be in possession of a government-issued license to operate the clinic.

**5. TIMETABLE**

| TIMETABLE                  |                    |                             |
|----------------------------|--------------------|-----------------------------|
| Bid Package Identification | RFI Issuance date  | RFI Due Date (17:00hrs GYT) |
|                            | September 11, 2024 | October 15, 2024            |

\*Bid package opportunities may be subject to change at the discretion of GDO without prior notice.

Please be informed if you don't reply to our RFI within the expected time frame, or you do not provide the required documentation, your company may not be considered for this supply.

## 6. RFI INSTRUCTIONS

Bidder shall not contact any other employee of the Company who is in any way related to this RFI process during this RFI process unless otherwise specifically instructed.

### 6.1. Deliverables

- 6.1.1. Bidder shall fill and return the **COMPANY INFORMATION** document provided.
- 6.1.2. Bidder shall sign and return the **NON-DISCLOSURE AGREEMENT** document provided.
- 6.1.3. Bidder shall provide the **SCOPE OF SUPPLY REQUIREMENTS'** documents, under 4. SCOPE OF SUPPLY, if mentioned.
- 6.1.4. Bidder shall provide additional information using prescribed forms or templates when specifically instructed.

## 7. DELIVERY

- 7.1. All documents required shall be delivered to the following email addresses before the RFI Due Date, October 15, 2024 COB (Close of Business, 17:00hrs). No delay or extension will be granted.

[Daniel.pinaventura@sbmoffshore.com](mailto:Daniel.pinaventura@sbmoffshore.com)

[leticia.ferreira@sbmoffshore.com](mailto:leticia.ferreira@sbmoffshore.com)

[GuyanaDeepwaterOperationsInc@SBMOffshore.com](mailto:GuyanaDeepwaterOperationsInc@SBMOffshore.com)

- 7.2. The email title format must respect as follows: **GDO-SCM-078 RFI – Your Company Name — Final RFI Submission**
- 7.3. Your e-mailed responses should be limited to a reasonable size (<15MB). If the response is >15MB, then multiple submissions <15MB are acceptable.

## 8. FOLLOW-UP PROCESS

Upon screening of your company details with the Centre for Local Business Development (CLBD) portal, you will receive pre-qualification questionnaires from the Company. It is within your responsibility to meet the necessary deadline to go further for consideration. During this time, you may still receive Request for Quotations (RFQs), but the final award will ONLY be to qualified companies.

## 9. DISCLAIMER

This RFI is not an invitation to tender for the described Scope of Supply. The company has no commitment or obligation, implied or otherwise, to issue a tender or enter a contract related to the described Scope of Supply. Participation in this RFI exercise does not construe or imply any commitment to any party or entitle any party to any indemnity or any form of payment from the Company.

Sincerely,

**GUYANA DEEP WATER OPERATIONS INCORPORATED**