



1.0 INTRODUCTION

This Scope of Work (SOW) is an overview of the process, responsibilities, and controls necessary for the Freight Forwarding Services for oil and gas materials and equipment purchased for the Exxon Mobil Gas to Energy (GTE) Onshore Pipeline Project.

It is the policy of the project that all Freight Forwarding Services required for GTE will be delivered providing maximum value, taking into consideration:

- A. Public Safety
- B. Quality / Efficiency /Price /Cost of Ownership
- C. Delivery Location / Construction Schedule / Lead Time / Storage Requirements

1.1 Transport Package Description and Scope

For this document, CARRIER will refer to the Freight Forwarding company that will perform the scope presented below.

Carrier will be responsible for the on-time delivery of material from Suppliers (in North America and Europe) to designated delivery sites in Greater Georgetown, Guyana.

CARRIER scope includes:

- Be in good standing in relation to International Transport and all governing jurisdictions regarding this Scope of Work.
- Provide adequate equipment and qualified operators for the scope and volume of packages
- Manage and expedite all equipment positioning based on equipment delivery schedule
- Transport equipment to arrive at the designated pick-up location as and when required
- Supply all load & securement devices (rubber padded dunnage, straps, chains, tarps, etc.)
- Provide operator(s) with shipping documents issued by Suppliers (Ship Release, Packing Slips, etc.)
- Maintain a physical copy of these documents throughout shipment
- Provide the shipping documents to the designated receiver upon delivery
- Manage the shipment and provide updates when required.
- Arrange and manage customs clearance process (export and import)
- Land transport materials and equipment from Guyana Port of Entry to laydown yard
- Ensure that receiving documentation is completed and copies forwarded to designated parties



1.2 Typical Procedures

Typical procedures expected of the Carrier

- Review material lists (estimated weights & dimensions to be calculated)
- Assist with obtaining a customs broker service
- Confirm type of equipment required and ETA to Suppliers pick up location
- Confirm the items being loaded match the packing slip
- Secure load and complete all required shipping documentation
- Forward documents for international shipping to designated Customs Broker
- Deliver directly to destination in the Georgetown greater area
- Provide 48 hours pre arrival notice to delivery location
- Note any damage or issues with the freight upon offloading.
- Issue progress Updates during transport
- Provide Proof of Delivery (POD)
- Provide proof of transportation/freight insurance for 110% of value of the Goods.

1.3 Schedule

Date	Activity
01-Mar-23	Issue RFI through the Center for Local Business Development
14-Mar-2023	Deadline for Supplier to submit completed RFI
March-2023	Evaluation of RFI responses
April-2023	Formal RFP issued to shortlist of qualified firms

2.0 CONTACT

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