



## REQUEST FOR INFORMATION (RFP)

### WAREHOUSE, BOND/STORAGE SPACE

#### **SUMMARY**

Green State Oil and Gas Services Inc., looking for warehouse/bond space for storage of materials. The scope of this Request for Proposal (RFP) is to engage property owners or property agents for the lease/rental of Warehouse, or Bond space for the storage of items and materials for use in the oil and gas sector.

#### **ABOUT US**

##### **Vision**

Our vision is to be known as a leader in the delivery of services to the Oil and Gas Industry in the Cooperative Republic of Guyana and beyond.

##### **Mission**

Our mission is "To provide reliable service delivery and to contribute towards the development and sustainability of the Oil and Gas Sector in Guyana".

##### **Objectives**

- To contribute to the development of human resource capacity through skills training and knowledge building.
- To contribute to the advancement and sustainability of the Oil and Gas sector through the provision of sector-specific products, services, and modern technology.
- To promote and utilize internationally recognized and accredited quality standards and best practices for compliance, satisfaction, and sustainability.

#### **OUR CORE SERVICES**

- Background Check/Screening
- Fleet Management
- ISO Certification
- Human Resource Management
- Janitorial & Maintenance
- Construction
- Supply Chain Management
- Accounting & Payroll Management
- Training & Consultancy Services.

#### **REQUIREMENTS:**

You are required to provide the following information to be considered for this RFP.

1. Copy of business registration, or certificate of incorporation

2. Article of incorporation
3. Copy of Company GRA TIN Certificate or (certificate of Individual TIN)
4. Evidence of ownership, or Authorization to act as an Agent on behalf of owner (Power of Attorney, etc.)
5. Size of the facility in square feet and pictures of the facility
6. **Rate:** vendor must submit the best lease/rental rates
7. **Sale Price:** Vendor must submit best sale price **(if selling)**
8. **Payment:** payment is made based on the submission of a correct invoice
  - (a) Agree to Payment terms
  - (b) Our payment term is between 30 and 60 days. (we pay between 30 to 60 days in arrears).

**NOTE:**

**Preferred locations:**

1. Georgetown
2. East Bank Demerara (Riverside or Roadside)
3. East Coast Demerara (Riverside or Roadside) **up to La-Bonne Intention (LBI)**

| PROPOSAL                           |  |
|------------------------------------|--|
| PROPOSAL NAME                      |  |
| COMPANY NAME                       |  |
| COMPANY ADDRESS                    |  |
| REGISTRATION DATE                  |  |
| OWNERSHIP                          |  |
| FORM OF BUSINESS                   |  |
| TELEPHONE NUMBER                   |  |
| CONTACT PERSON NAME                |  |
| EMAIL ADDRESS                      |  |
| WEBSITE ADDRESS                    |  |
| TIME IN BUSINESS                   |  |
| NAME OF AGENT                      |  |
| SIZE OF FACILITY                   |  |
| LOCATION OF FACILITY               |  |
| CREDIT TERMS                       |  |
| RATES OF LEASE/RENTAL <b>G\$</b>   |  |
| SALE PRICE <b>(If Selling) G\$</b> |  |

**DEADLINE TO SUBMIT PROPOSAL**

All proposals must be received on or before **August 9<sup>th</sup>, 2021** no later than 16:30 hours (5 Pm) **Early submission is encouraged.**

**SUBMISSION OF RFP:**

**Subject line:** Warehouse/Bond Space

**Send via email to:** [service@greenstateoilandgas.com](mailto:service@greenstateoilandgas.com)

Green State Oil and Gas Services Inc., reserves the right to cancel, suspend, and/or discontinue any of this proposal at any time and without obligation or notice to the bidder.