

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

**Vendor Compliance and Assurance Service**



## 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 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 Request for Information (RFI) seeks technical and operational information from suppliers to meet the Company's bid selection requirements for Security Services for Offices and Residences.

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 Security 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 (Request for Quotation) into several enabling agreements that may be awarded to more than one bidder.

## 4. SCOPE OF SUPPLY

### a. Description

The scope entails collaborating with certified technical support services to enhance the capacity of the supply chain, thereby elevating its ability to deliver high-quality products and services, all while adhering to regulatory standards.

### b. Scope of Supply Requirement(s)

The scope of service requirements is defined below:

- Conducting a comprehensive, risk-based assessment and ranking of the supply chain base within the Company, with a focus on identifying and prioritising potential risks.
- Conducting practical evaluations of the supply chain base to assess overall compliance with quality, safety, and regulatory standards.
- Providing support to the supply chain base through the review and documentation of operational activities and quality management systems, ensuring consistent and sustainable delivery of quality products/services.
- Delivering documented recommendations aimed at enhancing the capabilities and capacity of the supply chain base, thereby strengthening overall performance to meet industry standards.

Respondents are expected to address each of these points comprehensively, demonstrating their expertise and ability to assist SBM Offshore in maintaining a robust supply chain base.

### **Additional Supplier Requirements for your submissions as per the below:**

- Please provide a description of your prior relevant experience for this service.
- Please provide past references of where you have performed similar services.
- Please give a brief explanation as to why you believe your experience, background and capabilities would make your company qualified to support this service.

## 5. TIMETABLE

TIMETABLE		
Bid Package Identification	RFI Issuance date	RFI Due Date (17:00hrs GYT)
	April 09, 2024	April 26, 2024

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

Please be informed if you don't reply to our Request for Information (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. The bidder shall fill and return the **COMPANY INFORMATION** document provided.
- 6.1.2. The bidder shall sign and return the **NON-DISCLOSURE AGREEMENT** document provided.
- 6.1.3. The bidder shall provide the **SCOPE OF SUPPLY REQUIREMENTS'** documents, under 4. SCOPE OF SUPPLY, if mentioned.
- 6.1.4. The bidder shall provide additional information using prescribed forms or templates when specifically instructed.

### 6.2. Registration

- 6.2.1. The bidder shall register with the **Centre for Local Business Development (CLBD)** in Guyana.

## 7. DELIVERY

- 7.1. All documents required shall be delivered to the following email addresses before the RFI Due Date, April 26, 2024, COB (Close of Business, 17:00hrs). No delay or extension will be granted.

[Nelly.Hoodith@sbmoffshore.com](mailto:Nelly.Hoodith@sbmoffshore.com)  
[GuyanaProcurement.SharedServices@sbmoffshore.com](mailto:GuyanaProcurement.SharedServices@sbmoffshore.com)

- 7.2. The email title format must respect as follows: **GDO-SCM-066 – Vendor Compliance and Assurance Service – 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 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.**