

CONTRACTORS/SUPPLIERS QUALIFICATION SYSTEM

PREQUALIFICATION QUESTIONNAIRE FOR EPCC Contractor
Prequalification No. PRQ/JPT/34/24
PRODUCTION PLATFORM "E"

This pre-qualification questionnaire, comprising six (6) Sections, is aimed to collect technical, commercial and organizational data on the Integrated services and/or products for the purpose of a proper evaluation of the EPCC Applicants to be included in the pre-qualified EPCC Contractor' List of Mellitah Oil & Gas BV

The questionnaire, duly completed, shall be returned together with the prequalification documents to Mellitah Oil & Gas BV.

All information provided will be treated as confidential and will not be disclosed to third parties, unless authorized in advance.

Instructions for the data / information entry:

1. Detailed information on Partners, affiliates, etc. shall be specified with appropriate attachments.
2. Sections not applicable should be annotated "N/A".
3. Duplicate if necessary and attach any additional information, data sheets, catalogues, brochures, etc., as appropriate.
4. "Company" means your Company or Company Group; "Unit" means any Subsidiary, Branch, Division, Department , Section of your Company.
5. For any clarifications please contact:

JPT Pre-Qualification Committee

Mellitah Oil & Gas B.V.

Al Dahra Al Kabira Street Building no.2 Floor 5 – Tripoli – Libya

Tel.no. +218213335135-52

JPT.PRQ@MellitahOG.LY

PERSON(S) INVOLVED IN THIS QUESTIONNAIRE COMPILATION:

COMPILER OF THE QUESTIONNAIRE AND AUTHORIZED CONTACT FOR FOLLOW-UP:

NAME: UNIT/DEPARTMENT:.....POSITION: :.....

TELEPHONE NO: TELEFAX NO:

Email :

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1. PROFILE OF THE COMPANY

1.1 Structure of the Company - General Information

COMPANY NAME		LEGAL STATUS	
PRIVATE OR STATE-OWNED		FISCAL CODE	
REGISTERED ADDRESS			
	TOWN		COUNTRY

HEAD OFFICE			
REGISTERED ADDRESS			
	TOWN		COUNTRY
TELEPHONE No.			
TELEFAX No.		TELEX No.	

WORKSHOP			
REGISTERED ADDRESS			
	TOWN		COUNTRY
TELEPHONE No.			
TELEFAX No.		TELEX No.	

REGISTRATION. AUTHORIZATIONS		
Fully Libyan Company	yes	no
Foreign Company Officially Registered in Libya	yes	no
If YES, indicate No. of Certificate and Date of Registration		
Company certification with Libya NOC (national oil cooperation)		
If YES, indicate No. of certificate and date of Registration		
Previous Experience with Eni Gas	yes	no
Previous Experience in Libya	yes	no
Permanent Organization in Libya	yes	no

Attach the organization chart of the Company.

If the Company is part of a group of Companies, provide an organization chart indicating the relevant position.

Group of Companies

Company name:	status within the group	1	Holding
.....		2	Associated Co.
.....		3	Controlled Co.
.....		4	Subsidiary Co.

Shareholders	Names of Shareholders	shares	%
		shares	%
		shares	%
		shares	%

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Notes:

- 1.1.1 Provide Applicant's Information including name, type of business, address and contact details, legal status.
- 1.1.2 The Applicant's PQ submittal shall determine the country where the company was formed and registered. This country shall be known as the "Country of Control" for the Applicant.
Provide Name and title of Applicant's authorized signatory allowed to enter into correspondence regarding this prequalification application. Please attach an authorization of the designated individual.
- 1.1.3 Where the Applicant is wholly owned or a subsidiary of a parent company, the applicant must provide the whole Company's structure and organization where it shall provide the required details for the direct parent company and/or, If there is a tier of such parent companies, Applicant shall provide relevant information regarding all tiers and for each company up to and including the ultimate parent company.
- 1.1.4 Where the Applicant is a subsidiary of two or more holding companies, the Applicant shall provide details, for each of the holding companies involved. If any of the holding companies are themselves wholly or jointly owned subsidiaries of other companies, please complete for each company up to and including the ultimate parent company.
- 1.1.5 Provide the Applicant's Company Organization Chart from the upper hierarchy level to Managers level.
- 1.1.6 Provide the Applicant's Parent/Holding Company Organization Chart; including the ultimate holding company, if any. Explain relationship during execution of the subject service work.

Required attachments:

- Applicant's Information
- Parent Company's Details
- Holding/Subsidiary Company(s) and/ or Branch Office Details
- Organization Chart of your Company
- Organization Chart of Parent Company

2. TECHNICAL REFERENCES

Applicant is requested to provide the following information.

1 General

Reference list of last 10 years similar EPC/EPIC/EPCC works (documentary evidence, if any, should be attached to the questionnaire).

This shall include the following as a minimum:

- 1.1 - Name of Company / project together with contact person details;
- Scope of the work (with indication of the heaviest topside and jacket structures directly or in-directly (by sub-contractor or JV/Consortium Partner) supplied
- Contract Value / estimated value;
- Similarities to the scope of this project (mainly in terms of complexity, weight, etc...)
- 1.2 Detail of any services provided for Mellitah Oil & Gas BV in the past years.
- 1.3 Provide statements of satisfactory performance, obtained from the clients mentioned
- 1.4 Work load expected during the period 2026-2030 when execution of this project is expected.
- 1.5 Typical HSE and QUALITY plan (for similar works)

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- 1.6 Typical main Long Lead items vendor list
 - 1.7 Information about which installation methodologies were involved in similar past projects (Lifting Vs Floatover). Transportation and Installation spread used during past projects (for reference).
 - 1.8 Indication, based on previous project and experience, of the possible % of weight increase experienced/expected from the FEED to the end of the construction phase.
 - 1.9 Provide details of the marine spread and equipment which Applicant intend to deploy for this project to cover the offshore activities (i.e FMWR relocation and floatel during hook-up/Commissioning).
 - 1.10 Provide details of Applicant's prequalification status for similar EPC/EPIC/EPCC works in Libyan Oil/Gas Sector Companies and Companies in the Mediterranean region, if any.
 - 1.11 Claims and Suits: Applicant to provide information if failed to complete Works awarded, if there are any judgments, claims, arbitration proceedings or suits against your company or its officers and if filed any law suits or requested arbitration with regards to construction Contracts within the last 5 years and to provide description and details.
 - 1.12 Joint Venture/ Alliances / Libya Operation : If the Applicant operates in Joint Venture, Alliances and/ or operates in Libya, provide the relevant information.
- 2 Yard and facilities capability**
- 2.1 Yard description, lay-out and facilities details where the project could be executed
 - 2.2 Potential Construction Yards identifications
 - 2.3 Yard Capabilities (Ref. to attached "Fabrication Yard Readiness Check List_rev0")
- 3 Engineering**
- 3.1 Internal and external detail design/engineering capability
 - 3.2 Engineering Possible locations
 - 3.3 Detail Engineering capabilities (in-house or outsourced) and headquarter location
 - 3.4 Acceptance of Feed endorsement during Tender and before contract award
- 4 Off-shore Activities**
- 4.1 Confirmation of the Execution of the Hook-Up and Commissioning Activities at site
 - 4.2 Description of Logistic during the Hook-Up and Commissioning Activities

ATTACHMENT:

Fabrication Yard Readiness Check List_rev0



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3. Required attachments:

Provide attachment as per the requirements of items 1.2 of this section.
Documents/information must be arranged by the Applicant as per structures and index defined in the Table above.

4. Financial Data and Assets Liabilities

- I.Applicant is required to provide the following Financial Information that must be provided with reference to the company which is going to be pre qualified and then will invited to the tender.
- II.Applicant to consider whether he intends to participate as single entity or in JV/Consortium or in any other form of association and to provide the following information accordingly.
- III. Applicant is requested to provide audited copies of its complete annual reports for the last three years, including Statement of Financial Position & Income Statement after final auditing. All Values to be given in USD.
- IV. Applicant is requested to provide Copies of the last 2 (two) deposited balance sheets.
- V.Applicant is requested to provide declaration that no arbitration and/or litigation with client(s) or supplier(s) exist.
- VI.Applicant is requested to specify the amount(s) (in US. \$) of Tender and Performance Bond(s) of its current undertaken projects.
- VII.Applicant to provide current bonding capacity.
- VIII. Applicant is requested to provide a bank reference, issued by its bankers on the status of your relationship.
- IX. Applicant to provide a written authorization to contact the indicated bank for verification of references.
- X.Applicant is requested to provide the name, address and contacted person "email and telephone" of its external auditors used by it during the past three (3) years.

4.1 Overall Operational Capacities – Services (Engineering, Procurement, Construction, to commissioning and Start-up (EPCC)), work performed

Operational capacity / year (hours)	Years of experience (no.)	...	Workload undertaken (hours)	Workload expected (hours)	Man-days lost because of strike (no.)
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Description of activities carried out directly by your Company:

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4.2 Safety and Environmental Policy

Describe the Safety Management System implemented by the Company:

1	Company HSE Management Plan	yes	no
2	Offshore Platform Safety Management System	yes	no
3	If "yes", specify if there is an implementation program for ensuring compliance	yes	no
4	Specific Company's training programme in respect of safety	yes	no
5	Formal method of accident reporting	yes	no
6	If "yes" submit safety statistics of accidents during last three years	yes	no
7	Safety supervisor	yes	no

Please attach any relevant documentation (manual, procedures, etc.)

Notes:

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- Applicant is requested to provide a copy of its Safety Program and Procedures that it follows during execution of EPIC projects at site activities.
- Applicant is requested to elaborate on what type of first-aid and other facilities it offers to its employees and workers on a working site.
- Applicant is requested to provide a copy of its safety training program for its employees and workers assigned to work sites and describe how the requirements of its policy are published and communicated to inform its personnel on health and safety matters.
- Applicant is requested to submit details of its safety, health, and environment performance - **Applicant Safety Performance**.
- Applicant is requested to elaborate on whether it carried out PHA, HAZID, ENVID or HAZOP studies in the past on any EPIC Oil & Gas Projects, and if so, provide details and copy of such studies and the procedures being followed by the Applicant for such studies and the methodology (arrangement) between the Applicant, Technology Licensor and Owner.

Required attachments:

- Provide attachment as per the requirements of item a of this section.
- Provide attachment as per the requirements of item b of this section.
- Provide attachment as per the requirements of item c of this section.
- Provide attachment as per the requirements of item d of this section.
- Provide attachment as per the requirements of item e of this section.

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5. CORPORATE QUALITY SYSTEM

5.1 Structure of the Unit - QA Manual

Please attach the organization chart of the Unit

1	Quality System in place	yes	no
2	System described in a proper manual	yes	no
3	Manual conformity to the family ISO 9000 standard	yes	no
4	Procedure in place in respect of possible accidents	yes	no
5	System certified by third party certification body	yes	no

Please attach:

- one copy of available certificate
- one copy of the Quality Manual.

- Notes:

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5.2 QA/QC SYSTEM (QUALITY MANAGEMENT) requirements:

- a. Applicant is requested to state which Quality Management system it is accredited to and provide certified copy of such accreditation.
- b. Does your quality management system accredited by international agencies also cover Project Management, Engineering, Procurement and Project Execution? Submit proof of the same along with the management systems, procedures and methodologies used.
- c. Applicant is requested to provide its organization chart for Quality Assurance/Quality Control.
- d. Applicant is requested to state when their last audit was done and to submit a copy of the audit report of the Quality Assurance System carried out by third party.
- e. Applicant is requested to submit a copy of its latest Quality Plan implemented for EPIC project similar in type and category applied for.
- f. Applicant is requested to describe its Procurement and Material Management System and how tracking delivery, projections, slippages and initiating expediting actions are carried out and explain also how it plans to ensure timely delivery of both out of the State of Libya and within the State of Libya purchases.

Required attachments:

- Provide attachment as per the requirements of item a of this section.
- Provide attachment as per the requirements of item b of this section.
- Provide attachment as per the requirements of item c of this section.
- Provide attachment as per the requirements of item d of this section.
- Provide attachment as per the requirements of item e of this section.
- Provide attachment as per the requirements of item f of this section

5.3 CONTRACT MANAGEMENT PLAN

5.3.1 Activities Planning System and Time/Cost Management

Provide description of the available project management system, with respect to:

- time management and cost control
- construction/production management
- productivity control
- material management

Attach a typical Project Execution Plan with description of the following activities: Engineering, Procurement, Construction, Quality Assurance, Project Control.

Notes:

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5.3.2 PROCUREMENT UNIT

Submit detailed information on the capacities, the structure and human resources assigned to the procurement activities.

5.3.3 Structure of the Unit - Resources Assigned

Submit organization chart of the Unit, with evidence of human resources assigned

List the specific experience/references related to procurement activities within your Company

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5.3.4 QC, INSPECTION AND TESTS

Detailed information on the capacities, structure, equipment and facilities, human resources employed in the quality control activities.

5.3.5 Testing Equipment/Facilities/Instruments

State whether the periodical calibration of the instruments is effected; in the affirmative, specify the Unit concerned and whether such Unit is within or outside the company

	Description of the instrument	Characteristics	Quantity
1			
2			
3			
4			
5			

Notes:

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5.4 LOGISTICS & FACILITIES

Detailed information on the structure and management of the logistics and facilities within your company.

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NOTE: TO BE PREPARED ON APPLICANT'S LETTERHEAD

“FORM A - Declaration Template”

Subject: PRQ/JPT/34/24 – Production Platform “E”

To: Chairman, JPT-Pre-Qualification Committee

Dear Sir,

We have examined the Prequalification questionnaire and replied to all its enquiries/questions accurately and truthfully and our representative's signature here below testifies to this effect.

We wish to be considered for inclusion in the list of bidders for the subject tender as Contractor and assure of our competence and resources to execute fully the works to the highest ethical and professional standards and as per requirements of Mellitah Oil and Gas B.V Company.

We acknowledge and accept that to satisfactorily evaluate our submittal, Mellitah Oil and Gas B.V Company shall have the right at its own option, to visit our offices, project sites and works in progress, with a view to audit and verify our financial, technical and other resources. We assure to make available to Mellitah Oil and Gas B.V Company representatives all facilities required for this purpose.

Further, we acknowledge and accept that Mellitah Oil and Gas B.V Company shall have the right at its own option, to communicate with our client(s) directly where similar Contract(s) have been completed and/or are being executed as well as to communicate with our banker(s) and auditor(s).

We confirm that all charges related to the preparation of Pre-qualification document shall be borne by us.

Information submitted by us in response to the requirements of this Prequalification Document is true and correct in every detail and we take full responsibility to its authenticity.



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We acknowledge fully that Mellitah Oil and Gas B.V Company has absolute discretion in the selection of Bidders for their various works and that Mellitah Oil and Gas B.V Company shall not be obligated nor required in any manner whatsoever to assign a reason for refusing the issue of Bid Documents to us or to enter into any correspondence concerning the selection of Bidders.

Signed: _____

Name: _____ Title: _____

In the capacity of _____

Authorized Signature for and on behalf _____

Date _____

Applicant's Company Stamp

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INSTRUCTIONS TO APPLICANT

1. Before attending the application:

- 1.1. Only applicants that had successfully executed EPCC/EPC/EPIC Contracts on a turnkey basis and/or commissioned grass-root projects over the past ten (10) years shall be considered.
- 1.1. Applicant should be capable and prepared to undertake Engineering, Procurement, Construction and Commissioning (EPCC) projects for oil and gas facilities, from Front End Engineering Design stage to successful completion including commissioning and performance testing of these facilities.
- 1.2. It is solely up to the Company's to determine whether the prequalification information submitted by the applicant is acceptable or not and therefore whether the applicant is approved or not. It is totally up to the Company to pursue or not unclear application submission.
- 1.3. If Applicant performs work on regional basis (thru affiliate(s)/subsidiary(s)), experience of the regional office where work will be administered and managed shall be proven. Financial, administrative, supportive ties shall be proven established as well between the parent and the subsidiary.
- 1.4. Applicant agrees -without reservation- upon the submission of the application, that the Company has the full right to contact any of the references provided in the application.
- 1.5. Applicant shall understand that the described duties (or scope of Work) is for prequalification purposes only, and that this application is not an Invitation to Bid.
- 1.6. Applications –and if any further replies- shall be treated as strictly confidential. Submitted application forms will be retained in the Company's records.
- 1.7. Application is designed to allow most of the answers to be filled in directly on the Questionnaire form. It is recommended to read the instructions and questions carefully and to be brief and complete with the answers.
- 1.8. General leaflets that give an impression of the activities and organizational structure of the applicant are welcomed.

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2. Important Requirements for evaluation:

- 2.1. A Record of completed projects for the Applicant as described in this document, as a main contractor fully responsible for the entire project. The record must show at least three projects in accordance with the Prequalification Document.
- 2.2. Current workload to prove the Applicant is coincidentally active in EPC/EPC/EPIC activities. Present workload has to be consistent with applicant's resources, manpower and financial standing. Any work awarded by the company would not burden the Applicant's current capability dealing with current workload.
- 2.3. Applicant is employing adequate resources of manpower and expertise to cope with current workload, and has an access to additional resources if required in the event of award of Works by the company.
- 2.4. Applicants should clearly type the answers to all questions in English language.
- 2.5. Applicant should provide proof to its statements as necessary with regard to its financial stability, engineering capabilities, organizational structure, experienced personnel, equipment, expertise in relevant types of oil and gas facility construction and familiarity with Libyan laws and environmental regulations.
- 2.6. The Applicant shall attest that all information which has been submitted are accurate and in that effect shall fill, sign and stamp document "Declaration For Prequalification".
- 2.7. It is important that all requested information be provided (without blanks/emptiness) and presented clearly and in an orderly manner using the formats attached to this application document. Failing to do so may render the application void.
- 2.8. Ensure application includes relevant attachments listed in the different Sections.
- 2.9. Additional pages if needed should be inserted where applicable for replying to the questions. Any additional information that the applicant want to offer

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should be clearly separated from specific required responses of the application.

3. Post qualification:

Invitation to bid process is subject to the laws of the state of Libya particularly public tendering law

- 3.1** The selected (qualified applicant) contractor shall be responsible for the performance of the Works carried by itself and/or the associated Engineering Contractor/Sub-Contractor, if any and the Guarantees thereof. Sub-contracting of project management is not acceptable.
- 3.2** Foreign Applicant, through its Libyan Local Agent, accepts full responsibility to act as a sponsor for its employees according to relevant Libyan laws, all that in case it is first qualified and later on awarded a contract for executing -for the Company- a scope of work relevant to the works applied for.
- 3.3** All qualified companies are susceptible to removal from Approved List if one or more of the following conditions occurs:
 - No response to invitation to bid on three consecutive occasions without adequate explanation.
 - Pre-Qualification data is 5 years old.
 - Low performance to Company's requirements in undertaking a service contract.
 - Major violation to Company HSE policies and regulations.
 - Failure to submit updated details/information as and when requested by Company.