



MELLITAH OIL & GAS B.V.

JOINT PROJECTS TEAM

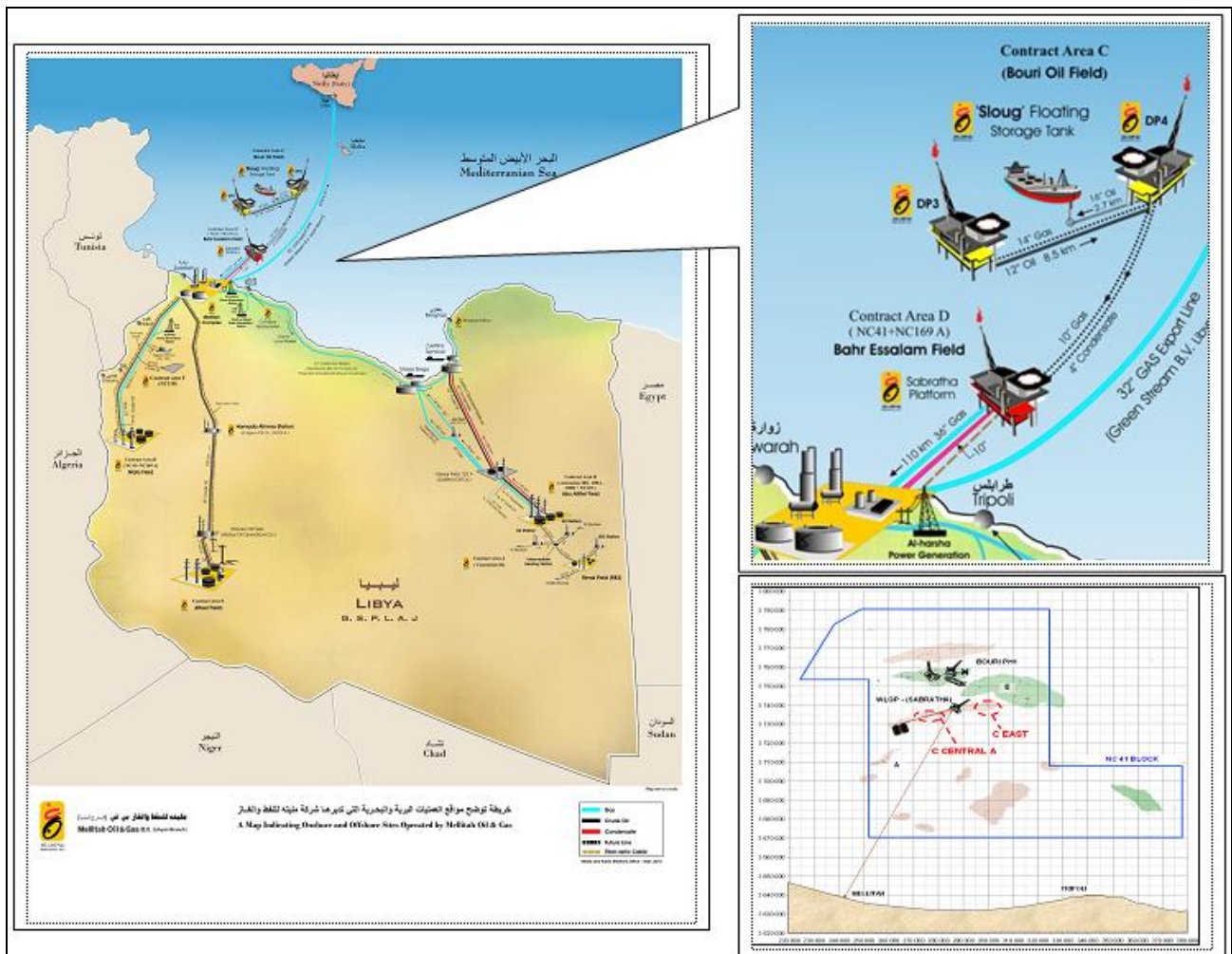
PRE QUALIFICATION (NO. JPTPQ/012/13)

INDEPENDENT CERTIFYING AUTHORITY FOR CURRENT & FORESEEN PROJECTS

Introduction:

Mellitah Oil and Gas being the leading operative in Libya is embarking on development of a number of strategic projects as depicted herein. Company policies and procedures require involvement of a qualified, experienced and independent Certifying authority.

The scope of work of the Certifying Authority is the provision of the Verification, Certification, Marine Warranty Surveying and Third Party Inspection services for the Mellitah Oil and Gas Joint Project Team “JPT” activities “as described hereinafter” throughout the life cycle of the projects starting from the Basic and Feed until the startup.



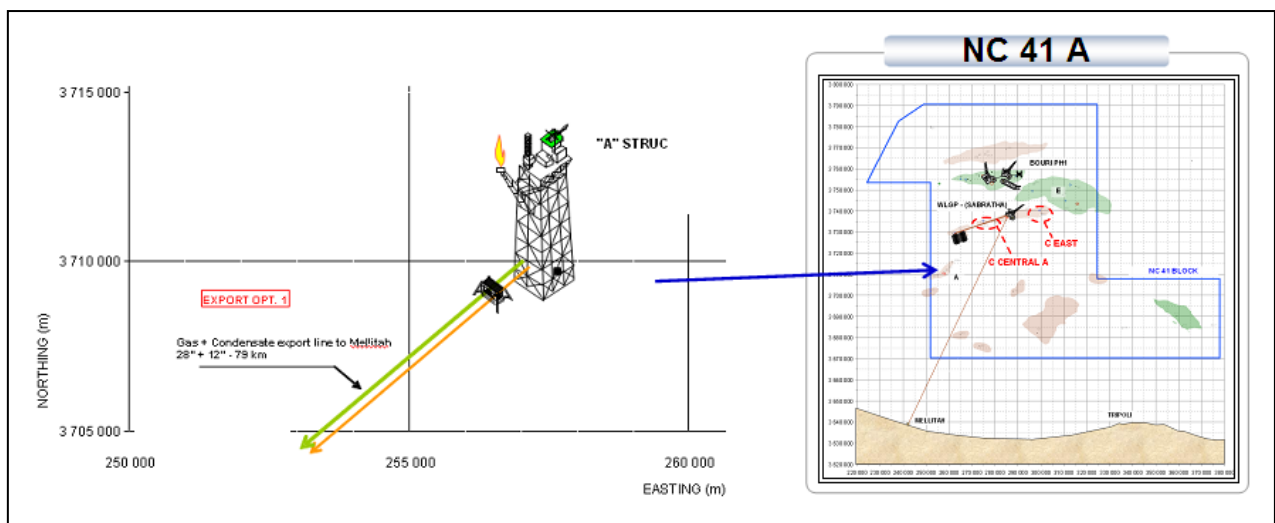
Existing Offshore Fields

Projects Description

NC41A: "A" Structures Development:

The field development assumes the exploitation of gas reserves through 8 wells located on a main fixed production platform in about 95 m water depth plus, at a later stage, 1 subsea well to be drilled in the north-eastern culmination.

Gas and condensate production is partially treated on the platform topside facilities and then exported to shore by a gas and condensate pipelines.



Gas and condensate will be further treated in Mellitah Complex to reach sale requirements.

It's foreseen at a later stage to connect the nearby Minor Structures (M,K,P,H) to A platform in order to maintain the production plateau.

NC41B: Bouri Field Phase II - "T" and "U" Structures Development

The Bouri Field Phase II area is located in Block NC41B, in water depth ranging from 145 to 156 m, about 10 km West of DP3/DP4 installations (Bouri Phase I has been producing since 1988).

Phase I of the Bouri Oil Field Development consists of two drilling and production platforms plus one FSO:

- DP3: satellite platform with gas flaring; oil is sent to DP4;
- DP4: full process platform with gas flaring; stabilized oil is sent to FSO "SLOUG";
- FSO "SLOUG": a Floating Storage and Offloading tanker receiving oil from DP4 (including oil from DP3) for export by means of export tanker. FSO "SLOUG" will be replaced by new FSO "GAZA".

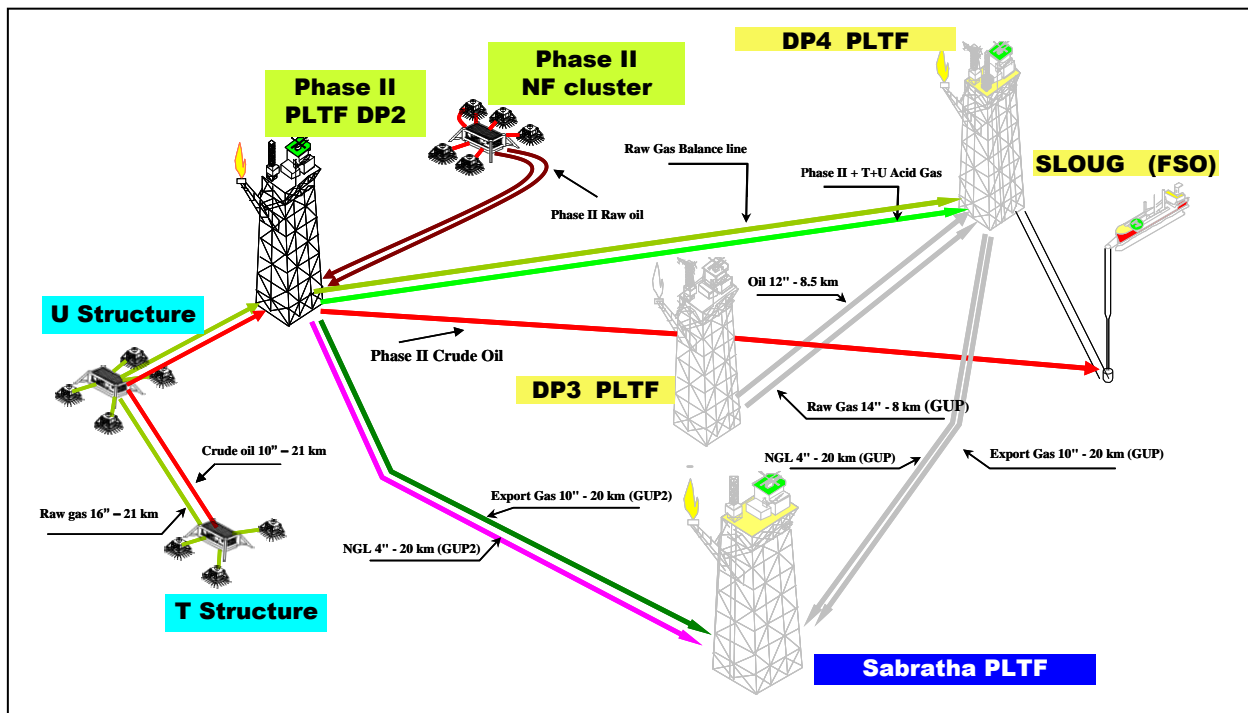
Subsea wells are tied-back to DP3 and DP4 platforms:

- Bouri West area, developed by means of 3 satellite subsea wells, namely B3-21, B3-25 and B3-26 tied back to DP3 platform, on stream from 1998.
- Bouri East area, based on clustered subsea wells, namely B4-43, B4-44, B4-48, B4-50 tied back to DP4 platform.

Other projects are currently being developed on DP4 platform, mainly relevant to gas/condensate recovery (Gas Recovery Module, Acid Gas Re-injection and Sea Lines to Sabratha Platform).

Furthermore the development of Structure “T” and Structure “U” is to be considered in synergy with Bouri Phase II. The expected facilities will include subsea development tied back to DP2 platform.

The T&U structures lay some 20 km and 15 km South West of Bouri Phase II area respectively.



Field Development scenario

Main characteristics of the development concept are:

- DP2 Drilling and Production platform. Topside facilities shall be inclusive of treatment and stabilisation of oil, sweetening and export of gas and re-injection of inert gas.
- Subsea cluster in the northern part of the field tied back to the Phase II Production platform (one cluster comprising of 5 subsea wells in the Northern Flank).
- NC41T & U: subsea development tied back to DP2 (two clusters comprising of 7 subsea wells as base case).
- Oil export sealine from DP2 platform to the PLEM of the new FSO Gaza.
- Export of partially treated gas to Sabratha platform through dedicated pipeline.
- Export of condensate either to Sabratha platform through dedicated pipeline or together with oil to FSO for storage and offloading
- Raw gas line between DP2 and DP4 platforms to be used to divert Bouri Phase II wells and T&U wells raw gas to the DP4 platform treatment.
- Drilling and completion of DP2 platform wells (20) by platform self-contained rig.
- Drilling and completion of Bouri subsea wells (5) and U&T subsea wells (4 & 3 wells) by semi-submersible rig.
- Gagas injection wells as required.

NC41C: Bahr Essalam Phase II Field Development

Company is considering the development of the unexploited areas of the Bahr Essalam field (namely C East Structure & C Central A wells), located in the Block NC41, offshore Libya, in a water depth ranging from 190 to 205 m, about 100 km from the closest point on the coast. The offshore area of NC41 Structure C includes the following:

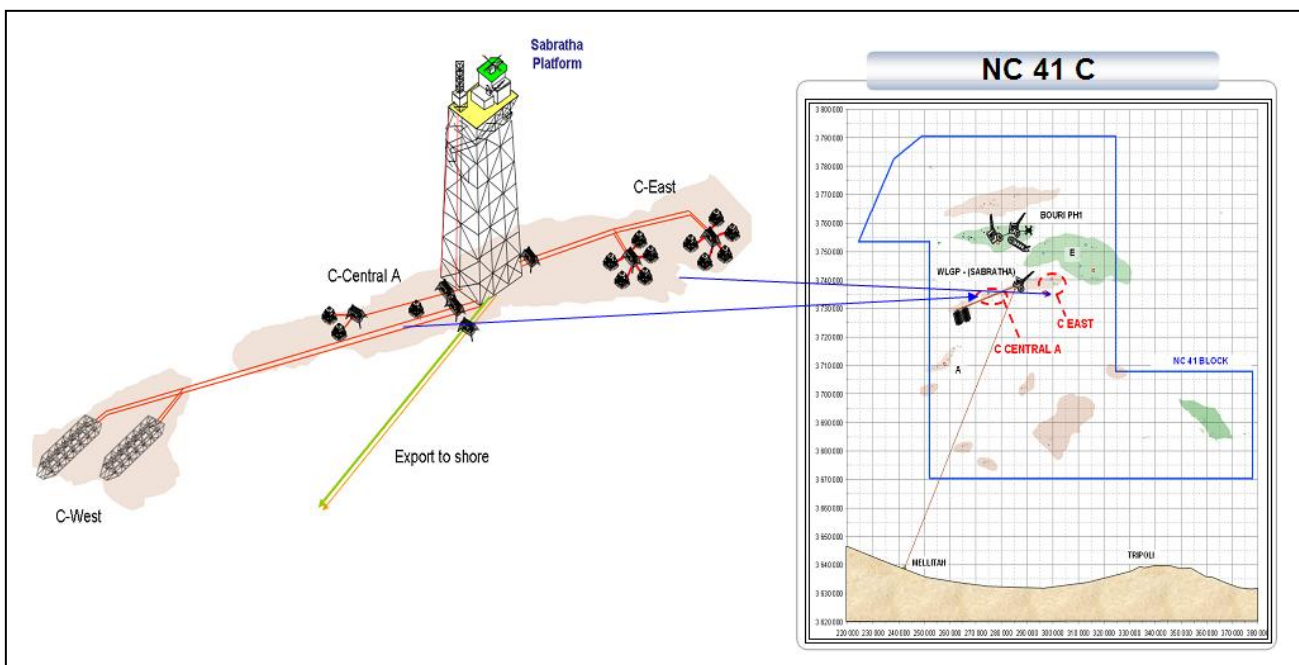
- Bahr Essalam Phase I gas and condensate from Central Platform and West subsea developments already on production since 2005;
- Bahr Essalam Phase II gas and condensate from C Central A area and C East area to be developed by means of subsea facilities .

A total of 26 wells are already on stream of which 11 subsea wells in the Western area and the other 15 platform wells in the Central B area. The "C" Western subsea facilities comprise two 6-slot drilling templates with separately installed protective structures manifold (End C West and Mid C West) with manifolding pipework PSM (Protective Structure Manifold).

The pipeline end PSM with 5 wells and the midline PSM with 6 wells approximately 4.2 km apart, are tied in daisy chain to Sabratha process platform, 20 km away from the midline PSM.

The produced fluid is transported to the process platform, Sabratha, via two subsea flowlines (production and test line) incorporating Subsea Isolation Valves (SSIVs) at the platform location.

The control of the subsea wells is from platform using a multiplexed Electro-Hydraulic control system.



Bahr Essalam Phase II field development layout

The Phase II of the Bahr Essalam field development consists of the delivery on the existing Sabratha gas process platform of the production from the new C Central A and the new C East subsea wells.

The following subsea developments will be connected to the existing risers and J-tubes of Sabratha platform:



- C Central A subsea development that includes 2 new subsea wells plus CC09 well already drilled but not completed;
- C East subsea development that includes 10 new wells.

Gas and condensate production will be partially treated on Sabratha platform and then sent to the on shore Mellitah plant for final treatment.

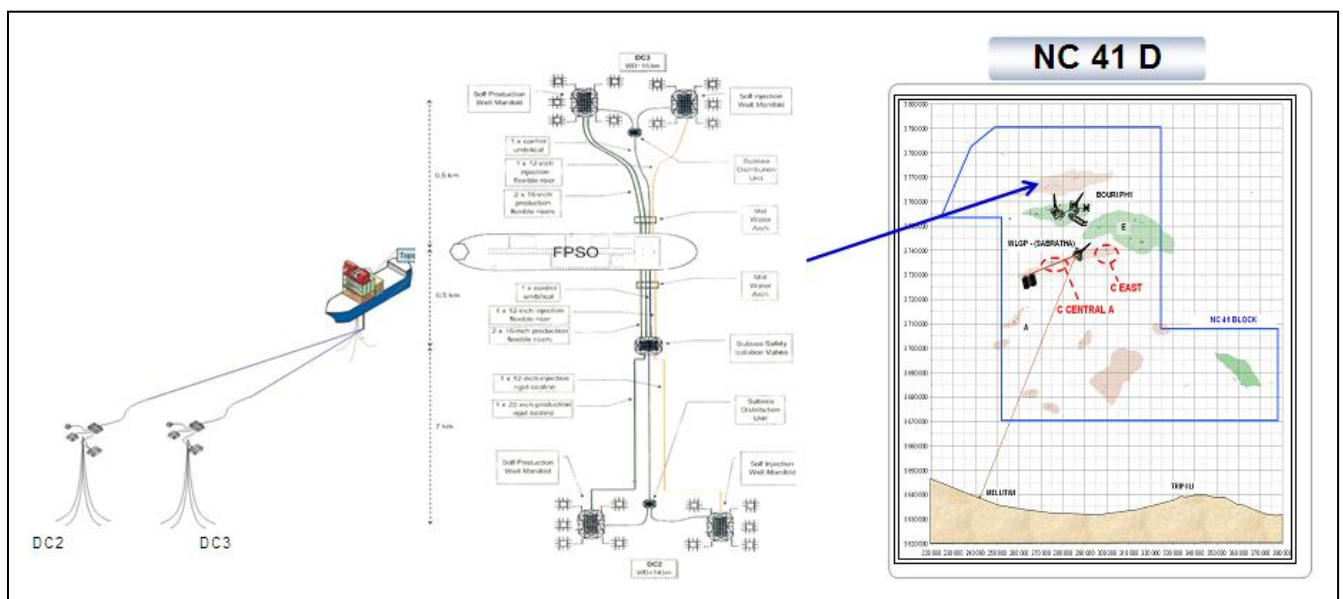
The development scenario for the new eastern area wells envisages a total of 10 wells divided in two clusters named End C East (ECE with 5 wells) and Mid C East (MCE with 5 wells). They will be connected to existing riser and J-tubes on the Sabratha Platform. C East wells are located about 9.6-13.2 km from the platform: End C East is far 3.6 km from Mid C East and Mid C east is located about 9.6 km from the platform.

A new cluster in C Central A area for 2 wells, located 10.7 km on the west side of Sabratha, will be connected to existing riser and J-tube installed in West side of Sabratha platform. A third well in the C Central A area(CC09 well) already drilled 5 km far from west side of the platform will be completed and connected to a dedicated in-line tee pre-installed on the existing gathering lines that connects C West subsea facilities to Sabratha Platform.

NC41D: "D" Structures Development:

The "D" Structure development envisages a first phase where the production will be from two subsea clusters each comprising five wells with subsea wells drilled through a semi-sub rig.

The production will be sent to a new FPSO through dedicated flowlines. The process on the FPSO optimizes the recovery of condensate, while the gas, with the exception of fuel gas, is dehydrated and re-injected into reservoir through two clusters each of which comprising of five injection wells. The total phase I subsea wells: 20.

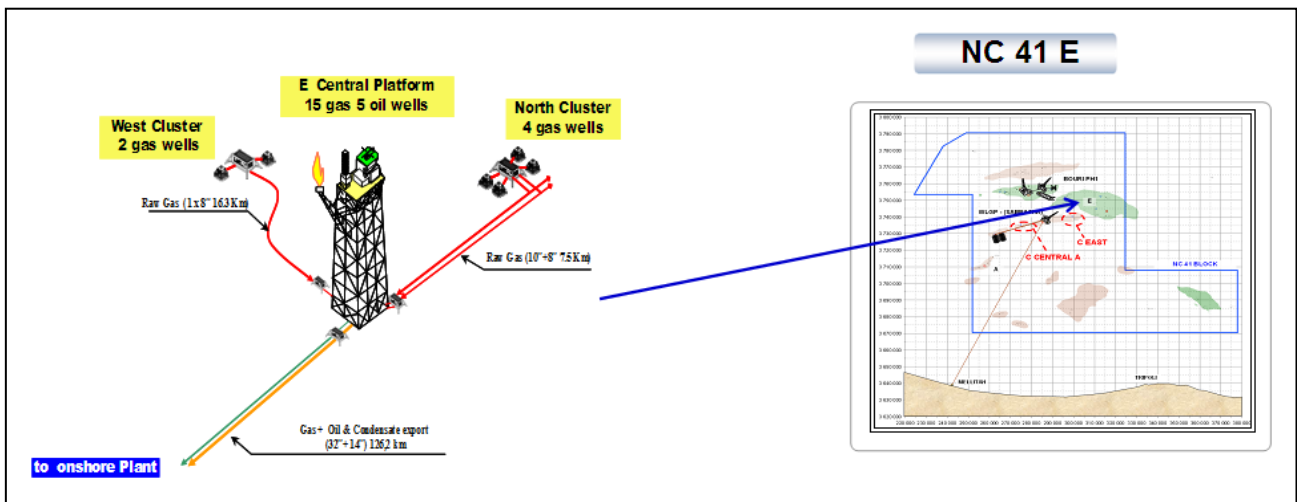


EEE) "E" Structures Development:

The field development assumes exploitation of the reserves through 26 wells (5 oil, 21 gas) located on a main fixed production platform (5 oil and 15 gas) and 2 sub sea cluster with 4 and 2 gas wells respectively.

Production is partially treated on the platform topside facilities to meet the export requirements.

The export to shore is granted by a gas and oil+condensate trunklines to shore



Mellitah Complex Expansion:

Two complete additional treatment trains together with necessary utilities upgrades are required to increase the capacity of gas produced from offshore fields.

Each train has a treatment capacity of 2.3 BSCMY of Sales Gas.





JPT is committed to:

- Ensure Safety of Company, Contractor(s) and third party(ies) Personnel and property
- Comply with the applicable Health and Environmental standards as adopted by Company and/or enforced by the local and international rules and regulations in effect
- Maintain As Low As Reasonably Practical “ALARP” levels of risk within the working environment
- Ensure integrity and quality of all equipment and facilities
- Ensure integration of new facilities with the existing
- Ensure and maintain standardization of Company Systems and Facilities

Objectives:

The aim of the Verification, Certification, Marine Warranty Surveying and Third Party Inspection services is to ensure that the all JPT commitments are realized and the JPT projects meet the requirements of the applicable codes/standards in all aspects at all stages and satisfy the minimum requirements of the involved Certifying Authority.

Scope of Work:

The Verification, Certification, Marine Warranty Surveying and Third Party Inspection will involve but not limited to the following:

1. Independent assurance that the adopted Engineering Standards are incorporating the highest specifications of Safety, Quality and Reliability
2. Independent assurance that all the Engineering Activities are in compliance with applicable codes and standards and issue the relevant declaration accordingly.
3. Carry out specific studies/surveys whenever asked by Company
4. liaising with local authorities and ensuring the full compliance with their requirements
5. Provide consultancy and advisory services as required
6. Review scope of work documents of Company contracts to ensure the presence of the necessary articles and references needed to guarantee sufficient monitoring and control
7. carryout type approval, providing independent third-party verification of Company procured Long Lead Items
8. Carry out scheduled independent surveys and audits for Contractor/s facilities and organisations
9. Deputizing for Company during the inspections of the procured materials at the suppliers factories and fabrication yards and issue the relevant acceptance and release notes
10. Perform all Marine Warranty Survey services of all materials shipments
11. Supervise the materials loading and off loading operations at the export and import ports
12. provide all surveying activities for the onshore/offshore site activities including installation, hookups, commissioning and startup
13. issue interim certificates of compliance/fitness for purpose
14. issue the final Certificate of fitness for purpose declaring that the designated systems/facilities meet their specified requirements and acceptable for operation
15. participate in any post project reviewing campaigns e.g. lessons learned
16. Issue the Verification, Certification, Marin Warranty Surveillances and Third Party Inspection services closeout reports.



In summary the Verification, Certification, Marine Warranty Surveying and Third Party Inspection Authority will perform the following main tasks to fulfill the above scope:

- a- Design reviews and appraisals
- b- Safety and risk management including safety case adoption and safety critical items identification
- c- Consultancy and engineering reviews/studies
- d- Surveying and monitoring of all inspection including materials, welding and non destructive testing.
- e- Materials auditing and certification
- f- Verification services related to the onshore and offshore site activities

Minimum requirements:

As a minimum the Verification, Certification, Marine Warranty Surveying and Third Party Inspection Authority shall demonstrate the following:

- Possessing of Integrated Management System Certified by a recognized and accredited Institution / Government Body.
- Adequate organization capable of providing all services in an efficient manner
- Owner of the adequate infra structure including laboratories, libraries, specialized software packages and IT networks.



Qualifications

ONLY INDEPENDENT AUTHORITIES WHICH ARE COMPETENT TO CARRY OUT VALIDATION, VERIFICATION AND CERTIFICATION SERVICES FOR MEGA OIL & GAS PROJECTS AND WHICH HAVE PROVEN CAPABILITY AND EXTENSIVE EXPERIENCE FROM DESIGN THROUGH MANUFACTURING, CONSTRUCTION, INSTALLATION, HOOK-UP, COMMISSIONING, START-UP TO OPERATION WITH SPECIFIC EXPERTISE IN SIMILAR OFFSHORE HYDROCARBONS PROJECTS WILL BE CONSIDERED TO COMPETITIVELY TENDER FOR THE SCOPE OF WORK DESCRIBED ABOVE.

MOG MUST SATISFY ITSELF THAT EACH OF THE FINAL SELECTED APPLICANT HAVE THE ACCREDITATION, RESOURCES, MANAGEMENT AND ALL THE CAPABILITY TO ACT AS A SINGLE LEGAL ENTITY (COMPANY) IN ORDER TO ACHIEVE THE REQUIRED TARGETS OF QUALITY, HSE, STANDARDS AND PROGRAMME. THE QUALIFICATION ASSESSMENT THEREFORE REQUIRES SPECIFIC INFORMATION REGARDING THE ESTABLISHMENT OF THE AUTHORITY, ITS INTERNAL ORGANISATION, OVERALL ORGANIZATION, ENGINEERING AND TESTING CAPABILITIES, THE METHOD OF APPROACHING AND PERFORMING THE WORK, AND THE RESOURCES AVAILABLE. MOG WOULD LIKE TO STRESS THE IMPORTANCE IT PLACES ON THIS PREQUALIFICATION DOCUMENT AND ASK THAT APPLICANT AUTHORITY SUBMIT ALL THE INFORMATION AS REQUESTED.

MOG HAS THE RIGHT TO EXCLUDE ANY FILE WHICH DOES NOT COVER AND MEET THE ABOVE STIPULATED REQUIREMENTS.

THE PRE QUALIFICATION REQUEST IS NOT AN INVITATION TO TENDER. MOG IS NEITHER COMMITTED NOR OBLIGATED TO UNDERTAKE THE WORK DESCRIBED ABOVE OR TO ISSUE ANY CALL FOR TENDER OR TO INCLUDE ANY RESPONDENT TO THIS INVITATION OR OTHER COMPANY ON ANY BIDDERS LIST OR TO AWARD ANY FORM OF CONTRACT.

THE INVITATION TO TENDER (ITT) AND FULL ITT PACKAGE WILL ONLY BE ISSUED TO PREQUALIFIED AND DULY APPROVED AUTHORITIES.

MOG WILL NOT BE RESPONSIBLE FOR WHATSOEVER COSTS INCURRED FOR PREPARATION AND SUBMISSION PRESENTED IN RESPONSE TO THIS NOTICE.

MOG SHALL DEAL ONLY WITH AUTHORIZED OFFICIALS OF THE BIDDING AUTHORITIES AND NOT THROUGH INDIVIDUALS OR AGENTS.

INTERESTED AUTHORITIES ARE REQUESTED TO PROVIDE THE INFORMATION AS SET FORTH IN THE INFORMATION AND DOCUMENTS FOR "CONTRACTOR EVALUATION" REQUEST, DETAILED IN BELOW.

THE PURPOSE OF THE INFORMATION AND DOCUMENTS REQUEST IS TO START A "QUALIFICATION ASSESSMENT" AND TO GIVE AN OPPORTUNITY TO THE SELECTED AUTHORITIES TO PROVIDE DETAILS OF THEIR LEGAL STRUCTURE, MANAGEMENT, EXPERIENCE, RESOURCES AND OVERALL CAPABILITY TO PERFORM THE WORK.

ALL RESPONSES ARE TO BE SUPPORTED BY SUCH NARRATIVE, ORGANISATION CHARTS, RESOURCE CHARTS AND OTHER INFORMATION WHICH THE COMPANY CONSIDERS NECESSARY TO SUBSTANTIATE THE INDIVIDUAL RESPONSES AND PROVIDE MOG WITH THE REQUIRED CONFIDENCE IN THE RESPECTIVE CAPABILITIES AND EXPERIENCES.



Responses

IF YOU INTEND TO BID, PLEASE:

1. CONFIRM YOUR AUTHORIZATION FOR A "QUALIFICATION ASSESSMENT" WHICH WILL BE CONDUCTED BY MOG REPRESENTATIVE AND WHICH MIGHT ALSO REQUIRE A VISIT TO YOUR PREMISES
2. ADVISE THE ESTIMATED WORKLOAD (MAXIMUM, BUSY AND AVAILABLE) FOR THE PERIOD 2014-2015.
3. CONFIRM YOUR CAPABILITY AND AVAILABILITY TO MEET THE TIME SCHEDULE INDICATED IN THIS LETTER

IF INTERESTED AND WITHOUT ANY OBLIGATION ON OUR PART YOU ARE KINDLY REQUESTED TO COMPLETE AND STAMP ALL PAGES WITH COMPANY SEAL THE ATTACHED PRE-QUALIFICATION QUESTIONNAIRE AND SUBMITT (BY HAND, BY COURIER MAIL OR BY FAX) YOUR REPLY NOT LATER THAN THE **30th of April 2013** TO:

INDEPENDENT CERTIFYING AUTHORITY
PREQUALIFICATION (NO. JPTPQ/012/13)

JPT PRE-QUALIFICATION COMMITTEE, CHAIRMAN
MELLITAH OIL & GAS B.V.
DAT EL EMAD COMPLEX, TOWER 1, FLOOR 8, P.O. BOX 91651, TRIPOLI, LIBYA
TEL: +218.21.3350746-7-8 EXT. 26831
FAX: +218.21.3350628
E-mail: aomar@mellitahog.ly
aelgadi@mellitahog.ly

Additional Information

THIS PRE-ENQUIRY SHALL NOT BE CONSIDERED AN INVITATION TO BID AND THEREFORE IT DOES NOT REPRESENT OR CONSTITUTE ANY PROMISE, OBLIGATION OR COMMITMENT OF ANY KIND ON THE PART OF MOG, TO ENTER INTO ANY AGREEMENT OR ARRANGEMENT WITH YOU OR WITH ANY COMPANY PARTICIPATING IN THIS PRE-ENQUIRY.

CONSEQUENTLY, ALL DATA AND INFORMATION PROVIDED BY YOU SHALL NOT BE CONSTRUED AS A COMMITMENT ON THE PART OF MOG, TO ENTER INTO ANY AGREEMENT OR ARRANGEMENT WITH YOU, NOR SHALL THEY ENTITLE YOUR COMPANY TO CLAIM ANY INDEMNITY FROM MOG.

ALL DATA AND INFORMATION PROVIDED PURSUANT TO THIS PRE-ENQUIRY WILL BE TREATED AS STRICTLY CONFIDENTIAL AND WILL NOT BE DISCLOSED OR COMMUNICATED TO NON-AUTHORIZED PERSONS OR COMPANIES EXCEPT MOG.

PLEASE CONFIRM THE RECEIPT OF THIS PRE-ENQUIRY AND KINDLY SUBMIT THE DATA/INFORMATION REQUESTED BY THE DATE INDICATED ABOVE.



INFORMATION AND DOCUMENTS FOR VENDOR EVALUATION

THE PURPOSE OF THIS QUESTIONNAIRE IS TO ASSIST IN DECIDING WHICH CONTRACTORS TO SHORT-LIST FOR INVITATION TO TENDER.

IN ORDER TO SIMPLIFY THE PROCESS, YOU DON'T NEED TO PROVIDE SUPPORTING DOCUMENTS, FOR EXAMPLE, ACCOUNTS, CERTIFICATES, STATEMENTS OR POLICIES WITH THE QUESTIONNAIRE.

HOWEVER, MELLITAH OIL & GAS B.V. (MOG) MAY ASK TO SEE THESE DOCUMENTS AT A LATER STAGE. YOU MAY ALSO BE ASKED TO CLARIFY YOUR ANSWERS OR PROVIDE MORE DETAILS.

PLEASE ANSWER EVERY QUESTION. IF THE QUESTION DOES NOT APPLY TO YOU PLEASE WRITE **N/A**; IF YOU DON'T KNOW THE ANSWER PLEASE WRITE **N/K**.

CONSORTIA

IF YOU ARE SUBMITTING A BID AS A **CONSORTIUM**, EACH PARTNER ORGANIZATION MUST COMPLETE A **SEPARATE** FORM.

ARE YOU BIDDING TO PROVIDE THIS SERVICE AS A CONSORTIUM? YES/NO

IF SO PLEASE CONFIRM THE NAMES OF ALL ORGANIZATIONS CONTRIBUTING TO THIS BID:



PRE-QUALIFICATION QUESTIONNAIRE

1. BASIC DETAILS OF COMPANY PROFILE:

1.1	Name of organization in whose name the tender would be submitted: If you are bidding as a consortium what are the names of your partner organizations?
1.2	Contact name for enquires about this bid:
	Home Office:
	Office in Libya:
1.3	Contact position (Job Title)
	Home Office:
	Office in Libya:
1.4	Main Address for Correspondence, including full Post Code:
	Home Office:
	Office in Libya:
1.5	Telephone number:
	Home Office:
	Office in Libya:
1.6	Fax number:
	Home Office:
	Office in Libya:
1.7	E-mail address:
	Home Office:
	Office in Libya:
1.8	Company website address (if any):
1.9	Company Registration number
	Home Office:
	Office in Libya:
1.10	Date of Registration
	Home Office:
	Office in Libya:
1.11	Registered address including full post code if different from 1.4 above
1.12	Name of (ultimate) parent company (if this applies)
1.13	Companies House Registration number of parent company (if this applies)
1.14	Company and Group Structure (if applicable) with the list of major Shareholders
1.15	Company Organization Chart



1.16	Overall number of Company's internal employees (with an indication of the last 3 years trend) and breakdown of resources.
1.17	Company Organization description, including processes (also outsourcing) interactions as seen necessary in order to properly manage all aspects and interfaces of the work
1.18	Recent Company brochures
1.19	Certificate from the Chamber of Commerce and/or Company Registration in Country Register
1.20	External resources List the main areas of activity in which external collaborators are involved and their number
1.21	List and details of major similar projects completed over the last five years, with evidence of your client, your scope of work, country, date of award, date of completion and total value
1.22	Shareholders' structure List the main shareholders (with at least 5%), the shares held, and specify whether active in company management (in case of consortium provide details)
1.23	Shareholders' structure changes (in the last 5 years)
1.24	Holdings in other companies

1.25 Overall Operational Capacities - Services, 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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1.26 Human Resources of the Company:

1.26.1 Level

Indicate the numbers of the following:

- 1) Personnel on Company's payroll;
- 2) The personnel employed under fixed-term contracts;
- 3) The total hours/year of the sub-contracted activities (or the relevant percentage in respect to the number of hours worked by the company's personnel);
- 4) Any attached explanatory notes, as appropriate.



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1.26.2 Education of personnel on company's payroll

<u>Company Dpt</u>	<u>No. of degrees</u>	<u>No. of diplomas</u>	<u>Other</u>	<u>Total</u>
Commercial				
Engineering				
Procurement				
Project Manager.				
Workshop				
Warehouse				
Administration				
Quality				
Technical				
Info System				
Safety/Environment.				
Other:				
<u>Total</u>				

Notes:

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2. ECONOMIC AND FINANCIAL INFORMATION

2.1 Company's capital			\$/£/€:.....
Turnover of the company:	year	2012	\$/£/€:.....
		2011	\$/£/€:.....
		2010	\$/£/€:.....
Turnover of the group:	year	2012	\$/£/€:.....
		2011	\$/£/€:.....
		2010	\$/£/€:.....

2.2	Has your organization met the terms of its banking facilities and loan agreements (if any) during the past year?		Yes / No
2.3	If "No" what were the reasons, and what has been done to put things right?		
2.4	Has your organization met all its obligations to pay its creditors and staff during the past year?		Yes / No
2.5	If "No" please explain why not:		
2.6	What is the name and branch of your bankers (who could provide a reference)?	Name: Branch: Contact details:	
If asked, would you be able to provide at least one of the following?			
	A copy of your most recent audited accounts (for the last two years if this applies)		Yes / No
	A statement of your turnover, profit & loss account and cash flow for the most recent year of trading		Yes / No
	A statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position		Yes / No
2.7	Indicate if a Parent Company or an Ultimate Holding Company Guarantee can be supplied if required		
2.8	Indicate if the Company can provide a Performance Bond		
2.9	Does balance sheet data have been audited?		
2.9.1	If "No" please explain why not:		
2.9.2	if Yes , provide the auditor firm name		
2.10	Any additional information relevant to the financial stability and integrity of the Company		

Please attach: 1. copy of the last 2 (two) deposited balance sheets .
2. written authorization to contact the bank indicated, for verification of references.
3. declaration that no arbitration and/or litigation with client or supplier(s) exist.



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INSURANCE

3.1	Please provide details of your current insurance cover:	
a)	Employers Liability	Value \$/£/€ _____
b)	Public Liability	Value \$/£/€ _____
c)	Other (please provide details particularly with respect to rendered similar Services)	Value \$/£/€ _____



ENGINEERING UNIT

.1 Structure of the Unit; Resources Assigned

Information on the design capacities, human resources subdivided by the various engineering activities and available specific equipment, if any.

Please attach the organization chart of the Unit

List the procedures concerning management of following aspects:

- Execution of engineering/calculation;
- Document preparation, approval, modification, filing and reporting;
- Utilization of "Computer Aided Design Engineering (CAD/CAE)".

Engineering Disciplines	Type of Design			Education of personnel involved (no.)		
	concept	basic	detail	degree (no.)	diploma (no)	other (no)
Mechanical						
Pipelines						
Structural						
Piping						
Process						
Installation						
Construction						
Electrical/Instrumentation						
Civil						
Elec. Power Gen./Supply						
Information / Computation						
Commissioning						
Safety						
<u>Designers/ draftsmen</u>						
<u>CADD Designers</u>						
<u>Other:</u>						
<u>Total</u>						
Design over the total subcontracted	Concept %		Basic %		Detail %	
<u>Equipment</u>	<u>Description</u>					



<u>Engineering Unit</u> <u>Design References</u>	<u>Reference Description</u>					
	Client	Scope of work	Activities carried out	Amount	Duration	Year

Please add any further disciplines not included in the list.

The terms “engineering” and “design” refer to the intellectual work at large such as technical and organisational consulting services, processing of information programmes, design etc.

Notes:

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.2 Structure of the Unit - Available Technology

List any particular industrial technologies available for gas-oil or petrochemical processes, and indicate whether they are Company’s property or under license (in this case specify the terms of the agreement with the licensor).

Notes:

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.3 Information System

In addition to the data already provided in the section “Engineering”, submit details of information in respect to:

A.) Possibility of data transfer among the following Unit: Engineering, Procurement, Construction.

<u>Hardware</u>	<u>Description</u>	<u>Portability/compatibility with other systems</u> <u>(If “yes”, submit details)</u>	
<u>Software</u>			

Notes:

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PRODUCTION PROCESS

Detailed information on the capacities, structure, equipment and facilities, human resources employed in the operations.

.1 Structure

Provide a brief description of the organization (where applicable) with respect to:

- a) Services (work supervision, inspection & test, field surveys, data processing, etc.),
 - b) Manufacture (workshop)
 - c) Construction / Pre-fabrication, Coating, Insulation etc (Onshore site)
 - d) Offshore installation and commissioning (Offshore site)
 - e) Material management
-
-

.2 Resources Assigned

<u>Prefabrication/workshop manufacture</u>				
Activity	Company's Personnel		Sub-contracted Personnel	
	Technicians	Workers	Technicians	Workers
Machining				
Structural Work				
Welding				
Pipe				
Special processes				

<u>Prefabrication/workshop manufacture</u>				
Activity	Company's Personnel		Sub-contracted Personnel	
	Technicians	Workers	Technicians	Workers
Heat Treatment				
Sand Blasting				
Painting				
Coating				
Insulation				
Mechanical Assembly.				
Ele/Instr. Assembling				
Special Processes				
Other:				
Total				

<u>External works and activities construction / assembly / maintenance</u>				
Activity	Company's Personnel		Sub-contracted Personnel	
	Technicians	Workers	Technicians	Workers
Mechanical Assembly				



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Ele/Instr. Assembly				
Machining				
Mechanical Maintenance.				
Ele/Instr. Maintenance				
Mechanical Construction.				
Special Processes				
Painting				
Civil				
Other:				
Total				

Services

Activity	Company's Personnel		Sub-contracted Personnel	
	Technicians	Workers	Technicians	Workers
Project Management				
Work Supervision				
Technical Assistance				
Commissioning				
Start Up				
Training				
Non Destructive Tests				
Inspection Services				
Other:				
Total				
Grand Total				

Notes:

.....

.3 Equipment and Facilities

Description of the characteristics and quantity of the main equipment and facilities owned by you.

	<u>Description of equipment</u>	<u>Characteristics</u>	<u>Quantity</u>
1			
2			
3			
4			
5			

Notes:

.....



.4 Special Production Processes

Where applicable, indicate the main qualified special production processes (e.g.: welding, heat treatments, etc.)

	<u>Special Processes</u>	<u>Characteristics</u>	<u>Qualifying Body</u>
1			
2			
3			
4			
5			
	<u>Qualified Operators</u>	<u>Number and Job Classification</u>	<u>Qualifying Body</u>
	<u>For Special Process as indicated below</u>		
1			
2			
3			
4			
5			

Notes:

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INSPECTION & TESTS

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

.1 Structure of the Unit

Provide the organization chart of the unit, with respect to:

- Expediting activities,
- Checks and inspection of supplies (procurement)
- Checks and inspections during pre-fabrication / fabrication, and assembling phases (workshop)
- Checks and inspections during the construction / installation phases (worksite).

Please, indicate service companies utilized for tests and inspections, and specify the type of service.

Company Name	Type of Service			
	NDE	Inspection	Test	Other

.2 Activities carried out and Resources Assigned (Complete where applicable)

Inspection and Tests					
Activity	Company's Inspectors				Third Parties' Inspectors (no)
	yes	no	Senior (no)	Junior (no)	
Chemical Analyses	yes	no			
Mechanical Tests	yes	no			
Dimensional Checks	yes	no			
Under Pressure Tests	yes	no			
Functional Tests	yes	no			
Electrical Tests	yes	no			
NDT : Dye Penetrant	yes	no			
NDT : Magnetic Particle	yes	no			
NDT : Ultrasonic	yes	no			
NDT : X Ray	yes	no			
Other:	yes	no			
Total					
Expediting					
Activity	Company's Inspectors				Third Parties' Personnel (no)
	yes	no	Senior (no)	Junior (no)	
Piping	yes	no			
Package and Skids	yes	no			
Ele/Instr. Comp. & Systems	yes	no			
Other:	yes	no			
Total					



.3 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

	<u>Description of the instrument</u>	<u>Characteristics</u>	<u>Quantity</u>
1			
2			
3			
4			
5			

Notes:

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.4 Non destructive examinations

Indicate the main Non Destructive Examinations performed directly by your Company; duly indicate Qualified NDE Processes/Operators.

	<u>NDE Processes</u>	<u>Qualified Operators</u>			<u>Qualifying Body</u>
		Number	Level	Rule	
1					
2					
3					
4					
5					

Notes:

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EXPERIENCE AND REFERENCES

Please provide details of three recent contracts that are relevant to the requirement. If you cannot provide three references, please explain why.

		Reference 1	Reference 2	Reference 3
7.1	Customer Organization (name):			
7.2	Customer contact name and phone number:			
7.3	Date contract awarded:			
7.4	Contract reference and brief description:			
7.5	Contract type and Value:			
7.6	Date contract was completed			
7.7	Have you had any contracts terminated for poor performance in the last three years, or any contracts where damages have been claimed by the contracting authority?	Yes / No		
7.8	If "Yes" please give details:			

QUALITY ASSURANCE

8.1 Structure of the Unit

8.2	Quality System in place	yes	no
8.3	System described in a proper manual	yes	no
8.4	Manual conformity to the family ISO 9000 standard	yes	no
8.5	Procedure in place in respect of possible accidents	yes	no
8.6	System certified by third party certification body	yes	no

8.7	Education level of the resources available within QA Unit	<u>degree</u>	<u>diploma</u>	<u>other</u>
	(No.)			

Please attach:

- organization chart of the Unit
- one copy of available certificate
- one copy of the Quality Manual.

Notes:

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HEALTH, SAFETY & ENVIRONMENT

9.1 Structure of the Unit

9.2 Describe the Safety Management System implemented by the Company:

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9.3	Company safety policy	yes	no
9.4	If "yes", specify if there is an implementation program for ensuring compliance	yes	no
9.5	Specific Company's training programme in respect of safety	yes	no
9.6	Formal method of accident reporting	yes	no
9.7	If "yes" submit safety statistics of accidents during last three years	yes	no
9.8	Safety supervisor	yes	no

9.9	Education level of the resources available within Safety Unit	<u>degree</u>	<u>diploma</u>	<u>other</u>
	(No.)

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

Notes:

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CONTRACT MANAGEMENT

10.1 Structure of the Unit, Resources and Equipment

Information on the procedures concerning the Project Management and the assigned resources management to be submitted.

Indicate whether the single projects are always managed within the corporate organization or appropriate project organisation are activated.

Please attach the organisation chart of the Unit

Activity	Description	Education of personnel involved (no.)		
		degree (no.)	diploma (no)	other (no)
Coordination				
Management				
Planning				
Time control				
Cost control				
<u>Total</u>				



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<u>Equipment</u>	<u>Description</u>

10.2 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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EQUALITIES

11.1	Does your organization have a written equal opportunity policy, to avoid all types of discrimination?	Yes / No
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PROFESSIONAL AND BUSINESS STANDING

Do any of the following apply to your organization, or to (any of) the director(s) / partners / proprietor(s)?		
12.1	Is in a state of bankruptcy, insolvency, compulsory winding up, receivership, composition with creditors, or subject to relevant proceedings	Yes / No
12.2	Has been convicted of a criminal offence related to business or professional conduct	Yes / No
12.3	Has committed an act of grave misconduct in the course of business	Yes / No
12.4	Has not fulfilled obligations related to payment of social security contributions	Yes / No
12.5	Has not fulfilled obligations related to payment of taxes	Yes / No
12.6	Is guilty of serious misrepresentation in supplying information	Yes / No
12.7	Is not in possession of relevant licenses or membership of an appropriate organization where required by law.	Yes / No
12.8	If the answer to any of these questions is "Yes" please give brief details below, including what has been done to put things right.	

LOGISTIC

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

.1 Structure of the Unit and Resources Assigned,

Provide the organization chart of the unit and information about :

- Available offices, areas, sheds, etc .
- Material management, transport, shipment system .
- Statutory authorizations

Notes:

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DECLARATION

I DECLARE THAT TO THE BEST OF MY KNOWLEDGE THE ANSWERS SUBMITTED IN THIS PQQ (AND ANY SUPPORTING MODULES) ARE CORRECT. I UNDERSTAND THAT THE INFORMATION WILL BE USED IN THE EVALUATION PROCESS TO ASSESS THE ORGANIZATION'S SUITABILITY TO BE INVITED TO TENDER FOR THE REQUIREMENT.

FORM COMPLETED BY:	
Organization Name:	
Authorized Official:	
Unit/Department	
Position (Job Title):	
Telephone Number:	
Fax Number:	
E-mail Address:	
Date:	
Signature:	

*Notes:

ENVIRONMENTAL MANAGEMENT SYSTEM MEANS PROCESSES AND PROCEDURES TO ENSURE THAT ENVIRONMENTAL ISSUES ARE PROPERLY MANAGED AND ALL LEGAL REQUIREMENTS ARE MET.

HEALTH AND SAFETY POLICIES

ANY BUSINESS EMPLOYING FIVE OR MORE PEOPLE HAS, BY LAW, TO PREPARE AND BRING TO THE ATTENTION OF EMPLOYEES A WRITTEN HEALTH AND SAFETY POLICY STATEMENT.

A HEALTH AND SAFETY POLICY USUALLY CONSISTS OF THREE DISTINCT SECTIONS NAMELY:

GENERAL POLICY STATEMENT – A SHORT STATEMENT OUTLINING THE ORGANIZATION'S COMMITMENT TO HEALTH AND SAFETY, SIGNED AND DATED BY THE SENIOR ORGANIZATION OFFICIAL (FOR EXAMPLE, THE MANAGING DIRECTOR).

ORGANIZATION – HOW THE ORGANIZATION ADDRESSES HEALTH AND SAFETY; LINES OF COMMUNICATION BETWEEN MANAGERS AND STAFF; AND ANY SPECIFIC DUTIES/RESPONSIBILITIES ASSIGNED WITHIN THE ORGANIZATION - THIS SHOULD BE RELATIVELY STRAIGHTFORWARD FOR SMALLER ORGANIZATIONS.

ARRANGEMENTS – THE SYSTEMS AND PROCEDURES IN PLACE FOR ENSURING EMPLOYEES' HEALTH AND SAFETY AT WORK



SHIPPING INSTRUCTION:

1. ALL THE DOCUMENTS SHOULD BE RECORDED IN A CD-ROM OR DVD TO BE SENT TO MOG –JPT – ATTN. CHAIRMAN OF PRE-QUALIFICATION COMMITTEE IN TWO (2) COPIES, WITH A CONSISTENT DOCUMENT LIST (ON PAPER) ATTACHED.
2. MOG ACCEPTED FILE TYPES ARE: ACROBAT READER (.PDF), MS WORD, MS EXCEL, MS POWERPOINT, MS PROJECT.
3. SHOULD THE DOCUMENTS ELECTRONIC STORAGE BE IMPOSSIBLE, PLEASE SHIP THEM IN HARD COPY BY EXPRESS COURIER;
4. EVERY FILE MUST BE IDENTIFIED WITH AN IDENTIFICATION CODE AND A SHORT NAME (E.G.: A2 – ORGANIZATION CHART.PDF)";
5. IN ANY ENVELOPE CONTAINING THE CD ROMS (OR THE DOCUMENTS) PLEASE QUOTE THE REFERENCES REPORTED IN THE FRAME:

Company NAME

PRE-QUALIFICATION DOCUMENTATION FOR JPTPQ/012/13
