



REQUEST FOR QUOTATION PROVISION MEDICAL REVIEW SERVICES TO SUPPORT DRUG, ALCOHOL, AND CONTRABAND PROGRAM

1. INTRODUCTION

Guyana Shore Base Inc. (GYSBI) invites qualified and experienced bidders to submit Quotation for the Supply and Delivery of Medical Review Services to support the company's existing Drug, Alcohol, and Contraband Program for our facility at Houston, East Bank Demerara.

2. PRODUCT REQUIREMENTS

- Delivery Location: GYSBI Port Facility, Houston, East Bank Demerara.
- Objective: To provide medical review services in support of GYSBI's existing Drug, Alcohol, and Contraband program.
- Key Consideration: See specifications below.

3. REQUIREMENTS FOR SUBMISSION DETAILS

- **Date published:** October 9, 2025
- **Deadline for Submission:** November 10, 2025

All submissions must be provided as separate PDF documents, as outlined below:

Supplier Business Documents:

- **Certificates:** Certificate of Incorporation/Business Registration, Local Content Certificate (or proof of application/intention to obtain one). If no LC Certificate is available, please provide details of the company's ownership structure. Any Other Certification
- **Compliances:** GRA & NIS compliances, and other relevant documents.
- **Technical Proposal:** Required for **RFP tenders**.
- **Commercial Quotation:** Required for **RFQ tenders**.
- **Cost/Prices:** Please present each cost as a separate line item (e.g., Item(s) Cost, VAT, Freight/Other Charges, Transportation/Delivery, etc.).
- **Specs Sheet:** Please provide sheets where applicable.
- **Vendor Prequalification Assessment:** As part of the tender process, suppliers are required to complete GYSBI's **Vendor Prequalification Form** using the following link: **SC-FO-011-B: [GYSBI Vendor QHSE Pre-qualification Survey Form B](#)**
- **Clarifications & Queries:** All inquiries can be submitted to the email address above



- **Submission Email Address:** tenders@gysbi.com with Subject Line: “**PROVISION MEDICAL REVIEW SERVICES TO SUPPORT DRUG, ALCOHOL, AND CONTRABAND PROGRAM**”.
- **Clarifications & Queries:** All inquiries can be submitted to the email address above

5. DISCLAIMER

This RFQ does not constitute a solicitation for bids or an offer to contract. Guyana Shore Base Inc. reserves the right to accept or reject any submission at its sole discretion and to proceed with the procurement in any manner it deems fit.

TECHNICAL SPECIFICATION

Description of Requirement	Specification	Quantity
Medical review of drug screening and laboratory confirmed test results, along with the facilitation of off-site medical evaluations for GYSBI workers with reference to drug use – prescription or otherwise – to determine fitness for duty in line with GYSBI’s Fitness to Work and Drug and Alcohol Testing Program.	<p>Certified, licensed, experienced, and competent Medical Review Officer (MRO) to:</p> <ul style="list-style-type: none"> • Serve as an independent party to support GYSBI’s Non-DOT Drug and Alcohol Testing program. • Review appropriate copies of chain-of-custody forms provided to verify process accuracy and integrity. • Facilitate and conduct off-site verification interviews with workers with reference to laboratory-confirmed non-negative (positive) drug test results, laboratory-invalid results, or results indicating that a specimen has been adulterated or substituted. • Interpret drug test results and collaborate with relevant GYSBI representatives to determine if a 	N/A



Description of Requirement	Specification	Quantity
	<p>legitimate medical explanation exists for:</p> <ul style="list-style-type: none"> ○ the use of declared medication(s), ○ laboratory's confirmed positive or invalid test result. <ul style="list-style-type: none"> • Provide timely and final classification of a drug test as negative or positive after the full review of all relevant data, where made available (i.e., laboratory test results, donor interviews, prescriptions, etc.). • Complete the GYSBI required Medical Case Review Report and submit the same to the appropriate personnel identified to receive such information. <p>Service provided is expected to meet or exceed the U.S. Department of Transportation (DOT) Part 40 process standards for medical review integrity, while complying with applicable Guyanese laws and professional practice regulations.</p> <p>MRO must:</p> <ul style="list-style-type: none"> • Be a physician with a license and/or certification to practice medicine, prescribe medications, and diagnose and treat medical conditions. • Possess a valid and current U.S.-recognized MRO certification, such as: 	



Description of Requirement	Specification	Quantity
	<ul style="list-style-type: none"> ○ American Association of Medical Review Officers (AAMRO), or ○ Medical Review Officer Certification Council (MROCC). ○ Or Equivalent Certification. • Have a minimum of three (3) years of relevant experience in occupational medicine or drug and alcohol testing administration. • Have a working knowledge of workplace drug testing, drug pharmacology, and pharmacokinetics. • Have knowledge of both U.S. and Guyanese drug testing regulatory frameworks (e.g., HIPAA confidentiality and local data protection requirements). 	

Issued by:
GUYANA SHORE BASE INC. (GYSBI)
Oct 9, 2025.