



## REQUEST FOR PROPOSALS REFURBISHMENT OF 20FT OFFICE CONTAINER

### 1. INTRODUCTION

Guyana Shore Base Inc. (GYSBI) invites qualified and experienced bidders to submit Proposal for the Refurbishment of 20FT Office Container 'at Screens Warehouse' facility at McDoom, East Bank Demerara, Georgetown.

### 2. PRODUCT REQUIREMENTS

- Delivery Location: Screens Warehouse facility at McDoom, East Bank Demerara, Georgetown
- Objective: Refurbishment of 20FT Container
- Key Consideration: See Below Scope of Work.

### 3. REQUIREMENTS FOR SUBMISSION DETAILS

- **Date published:** October 3 ,2025
- **Deadline for Submission:** November 3 ,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-A: Guyana Shore Base Inc. Vendor QHSE Pre-qualification Questionnaire Form A](#)**
- **Clarifications & Queries:** All inquiries can be submitted to the email address above
- **Submission Email Address:** [tenders@gysbi.com](mailto:tenders@gysbi.com) with Subject Line: **"REFURBISHMENT OF 20FT OFFICE CONTAINER"**.
- **Clarifications & Queries:** All inquiries can be submitted to the email address above



## 4. COMPANY PROFILE & COMPLIANCE

Suppliers must provide:

- Experience in refurbishment of containers (years in operation, major clients, project references).
- Safety, quality, and compliance certifications (e.g., ISO 9001, ISO 45001) – not required but is a plus.

## 5. SCOPE OF SUPPLY

**Suppliers must indicate their ability to perform:**

- Installation & Provision of PBC Flooring
- Insulation & Provision of Plywood for the container walls
- Fabrication & Installation of stairs access to the container (container will be double stacked).

## 6. SUPPLY CHAIN & DELIVERY MODEL

**Suppliers must provide details on:**

- Average **lead times** for local stock and international sourcing.
- Stockholding capacity in Guyana (warehousing details, buffer stocks).
- Availability of **emergency supply solutions** (after-hours/weekend support).
- Logistics arrangements (delivery to GYSBI warehouse/site - PPE required when delivering to GYSBI warehouse)

## 7. TECHNICAL & VALUE-ADDED SERVICES

**Suppliers must describe:**

- Technical support capabilities (e.g., field engineers, training on electrical systems, troubleshooting – This is optional but added value)
- Support for product specifications and alternatives (e.g., equivalent brands if one is unavailable).
- Warranty and return procedures.
- Proposed methods for ensuring product quality & authenticity (anti-counterfeit measures).



## 8. COMMERCIAL TERMS

### **Suppliers must provide:**

- Credit terms offered (e.g., 30/60 days).
- Payment methods accepted.

## 9. 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.

### **Issued by:**

GUYANA SHORE BASE INC. (GYSBI)

October 3<sup>rd</sup>, 2025