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## REQUEST FOR PROPOSALS (RFP)

### LAND SURVEYING SERVICES

#### 1. INTRODUCTION

GYSBI (the Client) invites tenders from surveying firms (the Land Surveyor) for the provision of professional land surveying services under a Master Service Agreement (MSA). The MSA shall be in effect for 3 years with options to extend in 1 year increments.

#### 2. PROJECT OVERVIEW

The tender shall comprise of a Technical Proposal specifically addressing the following criteria:

- Company profile and legal status
- Specific disciplines in which the Surveyor is qualified, specific examples include (not all inclusive):
  - Cadastral survey; including Occupation Survey
  - Topographic survey
  - Construction survey; roads, drainage, buildings, as-built, settlement monitoring
- Relevant Experience
  - Experience must be no older than 3 years
    - Limit experience to 4 relevant projects for each discipline being tendered
- Key Personnel Qualifications
  - Sworn Land Surveyors certification
- Equipment:
  - Total station
  - Automatic level
  - GNSS RTK positioning system
  - Drone with GNSS RTK positioning system
- Financial Proposal
  - Standard rates (hourly) by discipline and position
  - Overtime rates (hourly) by discipline and position
  - Escalation rate after first year for each position



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Work will be initiated by individual Purchase Orders under the MSA terms and conditions from a not to exceed proposal requested from the Surveyor by the Client. Each Purchase Order will be for a specific scope of work with defined deliverables and milestones as outlined in the Client's request.

Projects will be located at:

1. Guyana Shorebase Inc (GYSBI), Plantation A Houston, East Bank Demerara.
2. Guyana Industrial Estate (GIE), Rome, East Bank Demerara.
3. G-City, Area ZZ, Plantation Huston, East Bank Demerara.
4. Any future locations under consideration by the Client.

The objective of the scope is to provide professional land surveying services in keeping with the Guyana Lands and Surveyors Act, international standards and best practices as outlined but not limited to the standards set out in each request.

The Surveyor's Technical Proposal may be in any form already possessed by the Surveyor as long as the requirements previously mentioned are included.

### 3. REQUIREMENTS FOR RFI SUBMISSION DETAILS

- **Date published:** December 11, 2025
- **Deadline for Submission:** January 8, 2026

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

- **Document Attachments** - All submissions must be provided **as separate PDF documents**, as outlined below:
  - **Supplier Business Documents** – 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, GRA & NIS compliances, as well as any other relevant documents or certifications.
  - **Technical Proposal** – Required for **RFP** tenders.
  - **Commercial Quotation** – Required for **RFP and RFQ** tenders. Each cost must be presented as a separate line item, such as Item(s) Cost, VAT, Freight/Other Charges, and Transportation/Delivery, etc.
  - **Specification Sheet(s)**: Suppliers are required to provide specification sheet(s) where applicable.



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- **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](#)
- **Submission & Clarifications**
  - **Submission Email Address:** [tenders@gysbi.com](mailto:tenders@gysbi.com) with Subject line: "LAND SURVEYING SERVICES"
  - **Clarifications & Queries:** All inquiries must be directed to the same email address listed above.

#### 4. DISCLAIMER

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.

We look forward to receiving your RFP and working with capable suppliers to successfully satisfy our requirements.

**Issued by:**

GUYANA SHORE BASE INC. (GYSBI)  
December 11, 2025