

GYSBI PMO

# EXPRESSION OF INTEREST (EOI) & PRE- QUALIFICATION CHECKLIST FORM

**BUSINESS UNIT:** OPERATIONS

**SITE / ASSET:** GYSBI INDUSTRIAL ESTATE (GIE)

**PROJECT TITLE:** EMGL OPERATIONS WAREHOUSE II

**PROJECT NO:** 0001

**DOCUMENT NO:** GY02-0001-CM-EOI-001-01  
**REVISION:** C1

# CONTENTS

<b>1</b>	<b>INTRODUCTION.....</b>	<b>3</b>
	<b>1.1 Reference Documents .....</b>	<b>3</b>
<b>2</b>	<b>PURPOSE .....</b>	<b>4</b>
<b>3</b>	<b>COMPANY INFORMATION.....</b>	<b>5</b>
<b>4</b>	<b>LEGAL &amp; COMPLIANCE .....</b>	<b>5</b>
<b>5</b>	<b>FINANCIAL CAPABILITY.....</b>	<b>5</b>
<b>6</b>	<b>RELEVANT PROJECT EXPERIENCE.....</b>	<b>6</b>
<b>7</b>	<b>TECHNICAL &amp; EXECUTION CAPABILITY .....</b>	<b>6</b>
<b>8</b>	<b>HSE (HEALTH, SAFETY &amp; ENVIRONMENT) .....</b>	<b>6</b>
<b>9</b>	<b>QUALITY MANAGEMENT.....</b>	<b>7</b>
<b>10</b>	<b>RESOURCES &amp; LOCAL CONTENT.....</b>	<b>7</b>
<b>11</b>	<b>COMMERCIAL &amp; CONTRACTUAL.....</b>	<b>7</b>
<b>12</b>	<b>DECLARATION .....</b>	<b>7</b>
<b>13</b>	<b>APPENDICES.....</b>	<b>8</b>
<b>14</b>	<b>POINT OF CONTACT.....</b>	<b>9</b>

## REVISION / ISSUE TABLE:

REV	DATE	DESCRIPTION	INITIATED	REVIEWED	APPROVED
A1	MAR 2026	ISSUED FOR INTERNAL REVIEW & COMMENT	SJL	GP	NN
C1	18/03/2026	ISSUED FOR TENDER	SJL	GP	NN

## REVISION HISTORY:

REVISION	SUMMARY OF CHANGES MADE	SECTIONS AFFECTED
A1	N/A – FIRST ISSUE	N/A
C1	N/A – NO CHANGE	N/A

# 1 INTRODUCTION

GYSBI is seeking to engage a suitably qualified and experienced Contractor for the delivery of the Operations Warehouse II Project (GY02-0001).

As part of the procurement strategy, GYSBI is issuing this Expression of Interest (EOI) Pre-Qualification Checklist Form to identify and pre-qualify Contractors with the requisite technical capability, financial strength, and operational capacity to execute the Works.

This EOI process forms the initial screening stage prior to the issuance of the Invitation to Tender (ITT). Only Contractors who successfully meet the pre-qualification requirements will be invited to participate in the tender stage.

## 1.1 Reference Documents

The following documents form part of the Tender Package and shall be read in conjunction with the Scope of Work. In the event of conflict, the order of precedence shall be defined in the Invitation to Tender (ITT).

REF.	DOCUMENT TITLE	DOCUMENT NUMBER	OWNER
R-01	INVITATION TO TENDER (ITT)	GY02-0001-CM-ITT-001-01	GYSBI
R-02	SCOPE OF WORK (SOW)	GY02-0001-EN-SOW-001-01	GYSBI
R-03	TENDER CLARIFICATIONS LOG	GY02-0001-CM-LOG-001-01	GYSBI
R-04	CONTRACTOR PROPOSAL / SUBMITTAL FORM	GY02-0001-CM-SUB-001-01	GYSBI
R-05	TENDER EVALUATION CRITERIA & METHODOLOGY	GY02-0001-CM-EVA-001-01	GYSBI

## 2 PURPOSE

The purpose of this document is to:

- Establish a structured and consistent approach for evaluating potential Contractors
- Assess the capability, experience, and suitability of interested parties
- Ensure compliance with GYSBI's technical, commercial, HSE, and quality expectations
- Identify a shortlist of qualified Contractors for inclusion in the ITT process
- Eliminate Contractors who do not meet the minimum requirements for project delivery

Contractors are required to complete this checklist in full and provide all supporting documentation as requested.

As part of this submission, Contractors shall also provide a formal Letter of Interest, clearly stating their intent to participate in the project. This letter shall be included as Appendix A to this submission. Failure to provide complete and accurate information may result in disqualification from the process.

**Note:** GYSBI reserves the right to accept or reject any submission at its sole discretion and is under no obligation to invite any Contractor to the ITT stage.

### 3 COMPANY INFORMATION

ITEM	REQUIREMENT	RESPONSE (YES/NO + DETAILS)
3.1	Registered Company Name	
3.2	Country of Registration	
3.3	Company Registration Number	
3.4	Years in Operation (Minimum 5 Years)	
3.5	Local Presence in Guyana	
3.6	Number of Employees	
3.7	Primary Business Activities	

### 4 LEGAL & COMPLIANCE

ITEM	REQUIREMENT	RESPONSE
4.1	Valid Business License	
4.2	Tax Compliance Certificate	
4.3	No Ongoing Litigation Impacting Delivery	
4.4	Anti-Bribery & Corruption Policy in Place	
4.5	Compliance with Guyana Local Content Requirements	

### 5 FINANCIAL CAPABILITY

ITEM	REQUIREMENT	RESPONSE
5.1	Audited Financial Statements (Last 3 Years)	
5.2	Positive Net Worth	
5.3	Access to Credit / Financial Facilities	
5.4	Ability to Provide Performance Bond	
5.5	At least one project completed within the last 5 years with a value $\geq$ USD 5 Million	

## 6 RELEVANT PROJECT EXPERIENCE

ITEM	REQUIREMENT	RESPONSE
6.1	Minimum 3 Similar Projects Completed (Warehouse / Industrial Facilities)	
6.2	Experience with Heavy-Duty Laydown Yards	
6.3	Experience in Oil & Gas / Logistics Facilities	
6.4	Projects Delivered in Similar Environments (Tropical / Coastal)	
6.5	Experience Working with International Oil Companies	

**Mandatory Attachment:** Project Reference Sheets (Max 5 Projects)

## 7 TECHNICAL & EXECUTION CAPABILITY

ITEM	REQUIREMENT	RESPONSE
7.1	In-house Engineering Capability	
7.2	Construction Equipment Ownership / Access	
7.3	Capability to Deliver EPC Scope	
7.4	Experience with Steel Structures & Large Warehouses	
7.5	Project Management Systems in Place	

## 8 HSE (HEALTH, SAFETY & ENVIRONMENT)

ITEM	REQUIREMENT	RESPONSE
8.1	HSE Policy & Management System	
8.2	Recordable Incident Rate (Last 3 Years)	
8.3	Lost Time Injury Frequency Rate (LTIFR)	
8.4	Environmental Management Procedures	
8.5	Experience Working Under Oil & Gas HSE Standards	

## 9 QUALITY MANAGEMENT

ITEM	REQUIREMENT	RESPONSE
9.1	ISO 9001 & 14001 Certification (Required)	
9.2	QA/QC Procedures in Place	
9.3	Inspection & Test Plan Capability	
9.4	Document Control System	

## 10 RESOURCES & LOCAL CONTENT

ITEM	REQUIREMENT	RESPONSE
10.1	Availability of Key Personnel (PM, Engineers, Supervisors)	
10.2	Local Workforce Utilization Plan	
10.3	Access to Local Supply Chain	
10.4	Compliance with Guyana Local Content Act	

## 11 COMMERCIAL & CONTRACTUAL

ITEM	REQUIREMENT	RESPONSE
11.1	Willingness to Accept Lump Sum EPC Contract	
11.2	Ability to Meet Project Schedule Requirements	
11.3	Acceptance of Liquidated Damages	
11.4	Insurance Coverage (CAR, Third Party, etc.)	

## 12 DECLARATION

We confirm that the information provided is accurate and complete. We understand that failure to meet minimum requirements or provide supporting documentation may result in exclusion from the tender process.

NAME	POSITION	SIGNATURE	DATE

## 13 APPENDICES

The following appendices form an integral part of the Contractor's EOI submission and shall be completed and submitted in full. These appendices provide supporting information to substantiate the Contractor's responses within this checklist and will be used by GYSBI as part of the evaluation and pre-qualification process.

Contractors are responsible for ensuring that all required appendices are clearly labelled, complete, and aligned with the information provided in the main body of this document. Incomplete or missing appendices may result in the submission being deemed non-compliant and excluded from further consideration.

- **Appendix A** – Letter of Interest (Mandatory Submission)
- **Appendix B** – Project Reference Sheets
- **Appendix C** – Supporting Documentation (Financial, HSE, QA/QC, etc.)

## 14 POINT OF CONTACT

All correspondence relating to this tender shall be directed to:



Steve Lumsley  
Projects Director  
GUYANA SHORE BASE INC



Plantation A, Houston District, Greater Georgetown, Guyana

T: (592) 227-2380/1 ext. xxx | M: (592) 693 7797  
E: [stephen.lumsley@gysbi.com](mailto:stephen.lumsley@gysbi.com)

[www.gysbi.gy](http://www.gysbi.gy)

