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REQUEST FOR PROPOSAL (RFP)

SUPPLY OF DIESEL FUEL (GAS OIL) FOR USE IN HEAVY MOBILE EQUIPMENT, DIESEL GENERATORS AND FUEL TRANSFER SYSTEMS

1. INTRODUCTION

Guyana Shore Base Inc. hereby invites interested companies to submit proposals for the **SUPPLY OF DIESEL FUEL (GAS OIL) FOR USE IN HEAVY MOBILE EQUIPMENT, DIESEL GENERATORS AND FUEL TRANSFER SYSYEMS** for Guyana Shore Base Inc., Houston, East Bank Demerara.

2. SCOPE OF SUPPLY

This requires the supply of Diesel Fuel (Gas Oil) for use in heavy mobile equipment, diesel generators, fuel transfer systems, and shore base vehicles operating at GYSBI facilities.

2.1 APPLICABLE STANDARDS

Fuel shall conform to:

- ASTM D975 Grade No. 2-D S1000
- ASTM International test methods listed herein
- Applicable local regulatory requirements governing storage, transport, and handling of petroleum products

Where conflicts exist, the requirements of this specification shall govern.

Ultra-Low Sulfur Diesel (ULSD) shall not be supplied unless specifically requested and approved in writing by GYSBI.

3. FUEL QUALITY REQUIREMENTS

Property	Requirement	Test Method
Sulfur Content	Maximum 0.10 wt% (1000 ppm)	ASTM D4294
Cetane Index	Minimum 45	ASTM D4737 or ASTM D976
API Gravity @ 60°F	Minimum 30	ASTM D1298
Density @ 15°C	Report	ASTM D4052
Flash Point	Minimum 60°C	ASTM D93
Kinematic Viscosity @ 40°C	1.9 – 4.5 cSt	ASTM D445
Cloud Point	Report	ASTM D2500
Pour Point	Report	ASTM D97



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Property	Requirement	Test Method
Water and Sediment	Maximum 0.05 vol%	ASTM D2709
Total Insolubles	Maximum 1.6 mg/100 mL	ASTM D2274
Carbon Residue (10% Distillation Residue)	Maximum 0.35 wt%	ASTM D4530
Ash Content	Maximum 0.01 wt%	ASTM D482
Copper Strip Corrosion (3 hr @100°C)	Maximum No. 1	ASTM D130
Acid Number	Maximum 0.50 mg KOH/g	ASTM D974
Distillation 90% Recovery Temperature	Maximum 360°C	ASTM D86
Final Boiling Point	Report	ASTM D86
Appearance	Clear and Bright	Visual Inspection
Free Water	None Visible	Visual Inspection

4. SAMPLING AND VERIFICATION

GYSBI reserves the right to obtain representative samples from any delivery vehicle, loading terminal, storage tank, or receiving tank.

Sampling shall be conducted in accordance with ASTM D4057 or equivalent industry practice.

Where quality disputes arise, an independent third-party laboratory may be engaged. The results of such testing shall be considered final for determining compliance.

5. SUPPLY REQUIREMENTS

The Supplier shall maintain sufficient inventory and operational capability to support routine and emergency fuel requirements for GYSBI operations.

Fuel shall be available for collection by GYSBI tanker trucks at the Supplier's loading facility.

GYSBI's fuel collection and dispensing fleet includes an 18,000-litre RTW and a 4,000-litre RTW.

The Supplier shall maintain suitable loading facilities capable of safely loading GYSBI tanker trucks during normal operating hours and during emergency requirements where applicable.

6. ROAD TANK WAGON (RTW) DELIVERY REQUIREMENTS

In addition to fuel collection by GYSBI vehicles, the Supplier shall provide fuel delivery services utilizing Road Tank Wagons (RTWs) when requested.



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The Supplier shall be capable of delivering fuel directly to GYSBI facilities including, but not limited to, the GYSBI Annex Plot 7 fuel storage facility.

The Annex Plot 7 facility contains a diesel storage tank with a capacity of 23,649.4 litres. Delivery quantities shall be coordinated with GYSBI to suit the available safe receiving capacity.

7. RECEIVING TANK DETAILS

The receiving tank particulars and the reference monitoring snapshot provided by GYSBI are set out below.

Tank Parameter	Detail
Tank ID	GIE007-1T
Tank description	Fireguard - Rectangular Tank
Stored product / system code	Diesel fuel / DL
Nominal capacity	23,649.40 litres

The Supplier shall identify within its proposal:

- RTW fleet size;
- Available RTW capacities;
- Normal delivery lead times;
- Emergency delivery response times;
- Operating hours;
- Maximum daily supply capability;
- Terminal location(s) from which fuel will be supplied.

RTWs shall:

- Comply with all applicable regulatory requirements;
- Be maintained in a clean condition suitable for petroleum transport;
- Be equipped with calibrated metering systems;
- Carry spill response equipment;
- Be operated by trained and competent personnel.

7. SUPPLIER INFORMATION REQUIRED WITH BID SUBMISSION

Bidders shall provide the following information:

1. Terminal loading location(s);
2. Available fuel storage capacity;



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3. Average inventory maintained on site;
4. Maximum daily supply capability;
5. Normal operating hours;
6. Emergency operating hours;
7. RTW fleet details and capacities;
8. Emergency response capability;
9. Sample Certificate of Analysis;
10. Product Specification Sheet;
11. Evidence of fuel quality management procedures.
12. A draft Service Level Agreement with their proposal.

8. RIGHT OF AUDIT

GYSBI reserves the right to audit the Supplier's fuel storage, handling, testing, quality assurance, and delivery processes during the term of the contract.

The Supplier shall provide reasonable access to records relating to fuel quality and supply performance upon request.

9. ESTIMATED QUANTITIES

Estimated average demand is approximately 200,000 litres per month, equivalent to approximately 2.4 million litres annually. Demand may increase during periods of higher operational activity. All quantities are estimates for planning and tender purposes only and are not guaranteed; actual usage will depend on operational requirements.

The Supplier shall be capable of accommodating peak requirements of up to 32,000 litres per day when required. This peak capacity is not guaranteed daily order quantity.

10. DELIVERY LOCATION AND ACCESS

The delivery facility is located at Plot 7, GYSBI Industrial Estate, McDoom, Greater Georgetown, Guyana. The facility operates 24 hours per day, 365 days per year.

Fuel deliveries can be accommodated Monday to Sunday between 6:00 AM and 6:00 PM.

Emergency requirements outside this window shall be coordinated with GYSBI. Supplier personnel and vehicles requiring site access must be registered through GYSBI's Visitor Management System (VMS), complete the required safety induction and comply with site rules and safety requirements. Any additional onsite induction will be facilitated by QHSSE at the GYSBI Industrial Estate (GIE).



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11. ORDERING AND PURCHASE ORDERS

Fuel requests shall be placed by authorized GYSBI personnel, through the Deputy Base Manager (DBM), using the agreed communication channel. The Supplier shall acknowledge receipt and confirm the planned delivery or uplift using GYSBI's RTW.

Operations intend to retain the current ordering model: a Purchase Order (PO) will be raised after delivery on a fortnightly or monthly basis, based on the actual quantities supplied and verified. This proposed post-delivery PO arrangement remains subject to Finance and Procurement confirmation before tender issue.

Any changes, amendments or cancellations shall be communicated by an authorized GYSBI representative (DBM or Base Manager (BM)) and acknowledged by the Supplier.

12. DELIVERY SERVICE LEVELS AND COLLECTION ARRANGEMENTS

Normal fuel delivery lead time shall be 24 hours, with an emergency response time of up to 6 hours. Delivery support is required seven days per week, including weekends and public holidays, subject to coordination of site access and safe receipt.

The primary contacts for urgent requirements and delivery-related escalations are the Deputy Base Manager (DBM), telephone 608-2628, and the Base Manager (BM), telephone 608-2855.

The Supplier's terminal is expected to be located on the East Bank of Demerara, with normal loading hours between 8:00 AM and 4:00 PM. GYSBI vehicles shall be given priority in any queue at the terminal. Bidders shall identify their terminal location, loading hours and arrangements for emergency collections.

GYSBI will provide the driver and RTW vehicle details in advance by email. The Supplier shall be responsible for loading GYSBI's RTW at the terminal. Where the Supplier's RTW is used for delivery, the Supplier shall be responsible for safely offloading fuel directly into GYSBI's storage tank. Applicable terminal safety and induction requirements shall be communicated to GYSBI in advance.

13. HSSE REQUIREMENTS

The Supplier shall provide and maintain valid licenses, permits and certifications applicable to the proposed supply, storage and transport activities, including:

- GEA Transportation Carrier, Wholesale and Storage Licenses, as applicable to the activities performed.
- Guyana Fire Service Petroleum License.
- EPA permit for the supplying facility.
- GNBS certification for the tanker transporting the fuel.

Drivers and operators shall be trained, competent and authorized for their assigned activities.

Delivery trucks shall carry appropriate GHS labelling, suitable fire extinguishers and spill-response equipment. Personnel shall use appropriate PPE.



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The Supplier shall provide relevant insurance evidence and maintain emergency and spill-response arrangements. Fuel-transfer activities shall use suitable hoses, bonding/earthing and safe loading/discharge controls. Incidents shall be reported to GYSBI in accordance with applicable site requirements.

14. PERFORMANCE MANAGEMENT

Supplier performance shall be monitored against agreed KPIs covering delivery reliability, response time, product quality, quantity accuracy, safety performance and documentation. Normal and emergency delivery performance shall be assessed against the service levels in Section 12.

Performance shall be reviewed monthly, with formal review meetings held as required. Identified service or performance issues shall be addressed through an agreed corrective-action plan, with actions normally closed within 7 working days unless otherwise agreed.

Repeated failure to meet agreed service levels may result in escalation, additional corrective measures, service credits where applicable under the contract, or other contractual remedies, including a review of the Supplier's continued suitability.

15. REQUIREMENTS FOR RFP SUBMISSION DETAILS

- **Date published:** September 03rd, 2026
- **Deadline for Submission:** October 5th, 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.
- **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](#)**



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➤ **Submission & Clarifications**

- **Proposals shall be submitted by email to: tenders.automate@gysbi.com and tenders@gysbi.com with the subject line:**

**TenderID RFP SUPPLY OF DIESEL FUEL (GAS OIL) FOR USE IN HEAVY MOBILE EQUIPMENT,
DIESEL GENERATORS AND FUEL TRANSFER SYSEMS**

- **Clarifications & Queries:** All inquiries must be directed to the same email address listed above.

16. 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)
September 03rd, 2026