**Appendix No. 2**

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| INFORMATION ON THE TENDER  |
| **1. General information** |
| 1. Tender Owner
 | FIELDWOOD Energy E&P Mexico, S. de R.L. de C.V. |
| 1. Company (Customer)
 | FIELDWOOD Energy E&P Mexico, S. de R.L. de C.V. |
| 1. Project/ asset name
 | BLOCK 4 |
| 1. Tender number
 | FWM/019/01-23  |
| 1. Tender subject
 | Security services |
| 1. Type of tender
 | Single-stage dual-envelope tender |
| 1. Applicable Law
 | Mexican Law |
| 1. Contract Area
 | Mexico |
| **II. Minimum qualifications** |
| 1. BIDDER must have a valid folio in the “Registro Patronal” to provide the service
 |
| 1. BIDDER must be registered in the Registry of Providers of Specialized Services and Specialized Works ("REPSE") of the Ministry of Labor and Social Welfare as provider of specialized services for the activities described herein and must have a Legal Entity registered in Mexico in order to provide the services to the COMPANY.
 |
| 1. BIDDER must have at least 2 (two) contracts for the provision of security services over the last 3 years with total value not less than USD 500 000 each.
 |
| 1. BIDDER shall have average annual turnover not less than USD 500 000 over the last 3 years.
 |
| 1. Bidder must provide fully qualified, competent, and experienced Security Coordinator having at least 10 years of police, military, or security experience / Security Driver having at least 3 (three) years of experience / Site Security Guard having at least 5 (five) years of military, police or security experience / Operations Center Officer having at least 3 (three) years of military, police or security experience / Armed Security Officer having at least 10 (ten) years of military, police or security experience / Security Guard on Offshore Facility having at least 3 (three) years of military, police or security experience
 |
| 1. Unconditional acceptance of the Draft Contract
 |
| If the Bidder is represented by a consortium, then its compliance with the minimum qualification requirements shall be defined as follows: The Lead Partner of a Consortium shall meet criteria 1 and 2.If the Lead Partner of a Consortium fails to meet at least one of the Minimum qualification requirements listed in the paragraph above, the entire Consortium is disqualified.Subcontractors' qualifications are reviewed by summing up given the Bidder complies with the following: All Minimum Qualifications apply.If the Bidder is a subsidiary or a part of a holding, the Bidder can confirm its qualification by providing the information about the parent company's qualification on the following condition: * The Bidder provided evidence about the parent company's ownership and control (constituent documents);
* The Bidder provided the parent company's guarantee (Form 8 of Appendix No. 3 to the Instruction).

The Bidders must provide the Tender owner with information on the number of local goods, works and services as well as number of all local employed personnel involved in the implementation of the Bidder's obligations under this Bidding. |
| **III. Tender execution timeframe** |
| Until 01.02.2023 | Receipt of the requests for the provision of the Tender documentation by the Tender Owner |
| Until 01.02.2023 | Sending the Tender documentation to Bidders based on received requests  |
| Until 20.02.2023 | Bidders sending the requests for clarifications of the Tender documentation requirements  |
| time 16:00 01.03.2023 | Bid Submission Deadline |
| **IV. Address and contact information** |
| 1. E-mail addresses for electronic communications
 | byanca.argumedo@fieldwood.mx cc: joel.zuniga@fielwood.mx |
| 1. Mailing address for written communications
 | Av. Jaime Balmes 8, Piso 11 (PH) Col. Los Morales Polanco, Alcaldía Miguel Hidalgo, Ciudad de México, México. C.P. 11510 |
| **VI. Bid preparation** |
| 1. Bid correspondence language
 | English |
| 1. Bid currency
 | USD |
| 1. Bid Validity
 | Bid shall be valid within 120 days following Bid submission deadline as specified in the ITB. |
| 1. Bid security timeframe
 | N/A |
| 1. The amount and currency of the Bid security
 | N/A |
| 1. Specifics of the taxation in the country of implementation of the project and incorporation of the Customer
 | According to Mexican legislation |
| **VII. Submission, opening and evaluation of bids** |
| 1. Address and contact details for bid submission
 | Av. Jaime Balmes 8, Piso 11 (PH) Col. Los Morales Polanco, Alcaldía Miguel Hidalgo, Ciudad de México, México. C.P. 11510 |
| 1. Bid opening place and time
 | TBD |
| 1. The possibility of bidders' representatives to attend the bid opening
 | No |
| 1. The possibility to submit comments to the draft contract
 | As per Articles 6 and 7 of the Instruction to Bidders |
| 1. Reverse Auction
 | No. Reverse auction process will be initiated for selection of the lowest price bid only in case two proposals are tied. |
| **VII. Submission, opening and evaluation of bids** |
| 1. Address and contact details for bid submission
 | Av. Jaime Balmes 8, Piso 11 (PH) Col. Los Morales Polanco, Alcaldía Miguel Hidalgo, Ciudad de México, México. C.P. 11510 |
| 1. Bid opening place and time
 | TBD |
| 1. The possibility of bidders' representatives to attend the bid opening
 | No |
| 1. The possibility to submit comments to the draft contract
 | As per Articles 6 and 7 of the Instruction to Bidders |
| **VIII. Bid composition** |
| **Envelope A (Technical Part with NO Price Indication, only USB FLASH DRIVE + original Cover letter):** |
| 1. List of Documents in the Envelope A; Form 9
 |
| 1. Qualification Information; Form 1
 |
| 1. Cover letter to the Bid; Form 2 **(the original)**
 |
| 1. Technical Proposal Preparation Requirements; Form 3
 |
| 1. Delivery / Work Execution / Service Rendering Schedule; Form 5
 |
| 1. Copy of the quotation (Form 7) **without specifying the price information**
 |
| 1. Business Partner Questionnaire; Form 10
 |
| 1. Documents confirming the relations between the Bidder and its subcontractors engaged for the performance of work / rendering of services / performing the deliveries, which are the subject of the Tender, including copies of licenses, certificates and other permitting documents of the subcontractors
 |
| 1. Copies of certificates, permits and licenses necessary for the supply of goods / performance of work / provision of services, which are the subject of the Tender, and a list of permits and certificates that maybe outstanding.
 |
| 1. Copy of Bidders' articles of association
 |
| 1. Original power of attorney issued to the person who has signed the Title page (Form 6) authorizing such a person to assume obligations on behalf of the Bidder if the person is not authorized to do so according to the Bidder’s articles of association
 |
| 1. Copy of the Bidder’s certificate of registration as a legal entity
 |
| 1. Copy of the Bidder’s tax registration certificate
 |
| 1. Copy of financial statements (in accordance with the IFRS or US GAAP) for the past 3 full years certified by the Bidder: balance sheet, profit and loss account, cash flow statement, audit opinion (or a written confirmation of the absence thereof) and the breakdown of accounts receivable and payable
 |
| 1. Copy of financial statements (in accordance with the IFRS or US GAAP) for the last reporting period of the current year (balance sheet, profit and loss account, cash flow statement) certified by the Bidder
 |
| 1. Certificate issued by the servicing bank on the availability, details and state of the Bidder’s bank accounts
 |
| 1. Electronic version of all documents in Envelope A in PDF, MS Word, Excel formats on a data storage device
 |
| Notes:1. When the Bidder is represented by a consortium, the abovementioned documents (except for items 3, 4, 5, 6,) shall be submitted for each partner separately.
2. A copy of the consortium agreement shall be provided according to article 11 of the Instruction.
3. The documents listed in items 3, 4, 5, 6, 8, 9, 10 shall be submitted by the Leading Partner on behalf of all Consortium members.
 |
| 1. **Envelope "Bid Security"** – NOT APPLICABLE
 |
| 1. Original Bid Bond; Form 4
 |
| **Envelope B (Commercial Part)**  |
| 1. List of Documents in the Envelope B; Form 9
 |
| 1. Title Page of the Bid; Form 6
 |
| 1. Commercial (price) proposal; Form 7
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| 1. The electronic version of all documents in Envelope B in PDF, MS Word, Excel formats recorded to a flash card.
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