**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/027/03-23 |
| 1. Tender subject | Engineering Specialized services (HSE). |
| 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 at least 9 projects executed in the last 3 years. | |
| 2. Bidder´s Engineering Specialized Services (HSE) must provide the following personnel with experience in the Oil & Gas activities and with proficiency in English at an advanced level:   * 01 (One) HSE Coordinator with at least 5 (five) years of offshore experience and 5 (five) years onshore experiance. * 02 (Two) Environmental Coordinators with at least 2 (Two) years of offshore experience and 2 (Two) years of onshore experience. * 01 Corporate Social Responsibility (CSR) Specialist with at least 3 years of experience in the same position. * 02 (Two) HSE Supervisors with at least 5 (Five) years of experience in drilling activities. * 02 (Two) Environmental Supervisors with at least 5 (Five) years of experience in drilling activities.   04 (Four) HSE Supervisors with at least 3 (Three) years of experience in production activities. | |
| 3. Bidders must provide a valid folio in the Registry of Providers of Specialized Services or Specialized Works (REPSE) that considers the Specialized Engineering Services (or a similar service) and must be able to comply with all the obligations that this implies. | |
| 4.Bidders must have at least 3 years of experience for providing Engineering Specialized Services (HSE) in the Oil and Gas Industry. | |
| 5. Bidders must have a Legal Entity registered in Mexico in order to provide the services to the COMPANY. | |
| 6. Bidder must have provided a Work Risk Premium Class V at Imss Authorities. | |
| 7. Bidder shall have total turnover for similar products for the last three years not less than 500 000 USD. | |
| 8. Unconditional acceptance of the Contract Draft | |
| 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 1and 2. If the Lead Partner of a Consortium fails to meet item 1 and 2 of the Minimum qualification requirements, 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 Bidder 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 23.03.2023 | Receipt of the requests for the provision of the Tender documentation by the Tender Owner |
| Until 23.03.2023 | Sending the Tender documentation to Bidders based on received requests |
| Until 13.04.2023 | Bidders sending the requests for clarifications of the Tender documentation requirements |
| time 16:00 CST 23.04.2023 | Bid Submission Deadline for Technical Proposals |
| **IV. Address and contact information** | |
| 1. E-mail addresses for electronic communications | [alicia.sanchez@fieldwood.mx](mailto:alicia.sanchez@fieldwood.mx)  cc: [joel.zuniga@fieldwood.mx](mailto:joel.zuniga@fieldwood.mx) |
| 1. Mailing address for written communications | Penthouse, Jaime Balmes número 8, Colonia Los Morales Polanco, Código Postal 11510, Alcaldía Miguel Hidalgo, en la Ciudad de México, México.  Attn.: Purchasing Manager, Joel Zuniga |
| **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 section III Tender execution timeframe. |
| 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 |
| 1. Bid Security form | N/A |
| **VII. Submission, opening and evaluation of bids** | |
| 1. Address and contact details for bid submission | Penthouse, Jaime Balmes número 8, Colonia Los Morales Polanco, Código Postal 11510, Alcaldía Miguel Hidalgo, en la Ciudad de México, México.  Attn.: Purchasing Manager, Joel Zuniga |
| 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 | No |
| 1. The possibility of bidders' representatives to attend the bid opening | 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. |
| **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. Parent Company's Guarantee (if applicable); Form 8 | |
| 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 10 of the Instruction. 3. The documents listed in items 3, 4, 5, 6 shall be submitted by the Leading Partner on behalf of all Consortium members. | |
| **Envelope "Bid Security"** N/A | |
| 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 | |
| 1. The electronic version of all documents in Envelope B in PDF, MS Word, Excel formats recorded to a flash card. | |