



EXPRESSION OF INTEREST

FOR PROVISION OF LOCAL MANPOWER OUTSOURCING SERVICES

Eni Rovuma Basin B.V., Mozambique Branch – Offshore Operator of Area 4, invites interested companies to submit *Expression of Interest* for the provision of local manpower outsourcing services.

SCOPE OF WORK

- 1) Search of local candidates to cover vacancies for specific activities or for a short period of time, full administration of the resources (hiring, payroll, taxes, social security, health insurance etc.)
- 2) Full administration (hiring, payroll, taxes, social security, health insurance etc of the resource whenever the candidate is appointed by Eni Rovuma Basin B.V., Mozambique
- 3) Branch.
- 4) Search and pre-screening of local candidates to cover vacancies for specific activities under Eni Rovuma Basin B.V., Mozambique Branch.

DOCUMENTS REQUIRED

Interested companies should send their *Expression of Interest*, submitting the following information and documentation via the website indicated below:

I. Technical Requirements

- a) Proven experience in the provision of outsourcing local manpower services

Once the registration of the Company is completed, it will be possible to create in the “Private Area” the application to respond to this *Expression of Interest*: You can access the application procedure through “**My Applications**” section.



By clicking on the above item, you can access the features for:

- Displaying and editing the self-application questionnaire
- Creating a new self-application
- Eliminating a self-application
- Sending the self-application
- Search for self-applications



in Mozambique, including any relevant references from previous clients for the provision of similar services in Oil & Gas industry;

- a) Brochure/booklet;
- a) HSE Policies
- a) HSE KPI Performance for the last 03 years
- a) Company's registration in Mozambique.
- a) Capability to perform the activity in different locations within the country;
- a) Any other information indicating that the company is capable of fulfilling the scope of work.

II. Administrative documents

- a) Scanned certified copy of the Commercial Register, name of the Legal Entity and contact person who shall receive the qualification package and other relevant information from Eni Rovuma Basin B.V.;
- b) Financial Statements for the past three years and Annual Report including Balance Sheet, Profit and Loss and Cash Flow statement. These documents must be provided by the Company's Group (if applicable), and also by the Company registered in Mozambique that will conclude the contract;
- c) Registration of the company in Mozambique. If not duly registered, the participant shall indicate whether it would be willing to register promptly and the estimated period for doing so;
- d) Structure of the Company or Group with the list of main shareholders and final beneficiaries (if not listed on any stock exchange);
- e) If the *Expression of Interest* is to be submitted as a Consortium or Joint Venture (JV), information regarding each member belonging to the Consortium or JV with the respective role/position that each member will take in the potential project. The intention to form a Consortium or JV must be supported by an Agreement or "Memorandum of Understanding" duly signed by each member of the group.

Interested Companies should submit their Expression of Interest by providing all the documentation requested above, through our website (**Eni Rovuma basin B.V. - Application**):
https://enispace.eni.com/en_US/registrazione.page

For any issues and support, you can contact our service operations support:
e-mail: ebusiness.support@eni.com

Once the EOI is submitted at the website application, your application ID number must be sent to:

erb.procurement@eni.com

IMPORTANT:

The submission e-mail must refer to the Public Announcement subject and the following commodity code:

SS04AB05-SERVICES RELATED TO PERSONNEL: TEMPORARY PERSONNEL

In the website application, in the "Object of the Application" section, the area "Origin of the Invitation" must be filled out as follows: "**Provision of outsourcing local manpower services**"

Subject to the submission and compliance with all the above documentation, the Companies may receive from **Eni Rovuma Basin** the Qualification Package and may also be included in the bidding process for the said activities.

This consultation shall not be considered as an invitation to tender and therefore does not represent or constitute any promise, obligation, or commitment of any kind on the part of **Eni Rovuma Basin**, to enter into any agreement or memorandum of understanding with any Company participating in this Expression of Interest.

Any costs incurred by the interested Companies in preparing the Expression of Interest will be the sole responsibility of the Companies who will not have recourse in this regard to **Eni Rovuma Basin**.

All data and information provided under this Expression of Interest will be treated as strictly confidential and will not be disclosed or communicated to unauthorized persons or companies.

The deadline for submission of documentation relating to the Expression of Interest is set to **25th of October 2023 by 12.00 pm CAT**.

Documentation received after the indicated date and time will not be accepted.