

## Required Documents

**Submission of a copy of the legal file inside Envelope containing the following documents:**

### **Local Companies:**

Original valid copy of the following documents:

- a. Minutes of the company's founding meeting.
- b. Company `s articles of association – the type of activity corresponds to the nature of project to be executed.
- c. The articles of association of the company.
- d. A valid license for practicing activity.
- e. A recent official extract from the commercial register.
- f. A certificate of proof of registration in the chamber of commerce.
- g. Valid Certificate of proof of tax payment.

### **Joint Companies or Agreement (Solidarity)**

#### **Joint Companies**

Submission of documents that support the establishment of a joint company according to the legislation in force in Libya, whether it is between two or more entities (local and foreign) or (local and local), in addition to the documents and other legal requirements that were mentioned in the paragraph on local companies.

#### **Participation Agreement**

IF the company previously joint or merged into a "coalition" providing that:

- 1- Certified by the competent local authorities or authorizes by the country of the headquarters and approved by the Libyan embassy in the country of the headquarters, if the other party in the partnership agreement is foreigner.
- 2- It includes the commitment of the joint and severally together to implement all required works and services.
- 1- The agreement clarifies the legal representative of the parties of solidarity.

- 4- It is not permissible for one of the solidarities to submit a single offer or solidarity with another competitor to participate in the bid.
- 5- The pre-qualification stage is the only permitted stage for this solidarity. Qualified companies are prohibited from entering into solidarity with each other or with others after this stage or during the second stage (the bidding stage).

#### **Foreign Companies**

All the conditions and requirements of the above-mentioned local companies apply to it, in addition to permission from the Ministry of Economy to open a branch of the foreign company inside Libya, provided that it is valid.

#### **Submission of a copy of the financial file inside a sealed envelope containing the following documents:**

- 1- Certificate of proof of tax payment.
- 2- The company's financial position (the last 3 years) includes the balance sheet and final accounts for each year, profit and loss, and other expenses approved by an external financial auditor.

#### **Other Documents**

- Previous experience is supported by the list of services subject to this tender, which were submitted inside and outside the State of Libya, supported by letters of recommendation signed by the legal representative of the parties to which those services were provided.

#### Tender Committee

Sarir Oil Operations B.V. - Libya Branch

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