The purpose of this document is to guide Buyers on RFQ processes applicable to Subsea Services Oilfield Equipment in Australia. This guideline is in compliance with:

* Purchasing Policy GP-09 and
* Purchasing Process Services & Offshore QP-SER-GLO-SOU-001.
  1. When drafting RFQs the Buyer shall as a minimum follow the Sourcing legal instruction for RFQ wording available under the Sourcing legal website –

<http://supportcentral.ge.com/products/sup_products.asp?prod_id=82491>

1.2 Buyer receives the WorkFlow request for direct material and services as per procedure QW-FAC-PER-022. Buyer shall use the approved RFQ system to issue the RFQ request to Suppliers and ensure that instructions set forth in Section 2 below are incorporated into the RFQ.

2. Currently there are 3 main RFQ templates based on Customers. Additional RFQ templates may be created by the Buyer on a Customer need basis:

* 1. Chevron releated RFQ
  2. Inpex related RFQ
  3. Flow Customers (i.e. all the remaining Customers) related RFQs

All the RFQ templates can be found in the Box link [here](https://ge.ent.box.com/folder/34044277116)

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| **Document Revision Chart** | | | |
| **The following chart lists the revisions made to this document tracked by version. Use this to describe the changes and additions each time this document is re-published. The description should include as many details of the changes as possible.** | | | |
| **Revision #** | **Section Modified and Revision Description** | **Modification Date** | **Author** |
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