



**PETROLEUM  
DIRECTORATE**  
*Of* Sierra Leone

**PETROLEUM DIRECTORATE SIERRA LEONE**

# **SIERRA LEONE TENDER APPLICATION TEMPLATE DIRECT NEGOTIATIONS:**

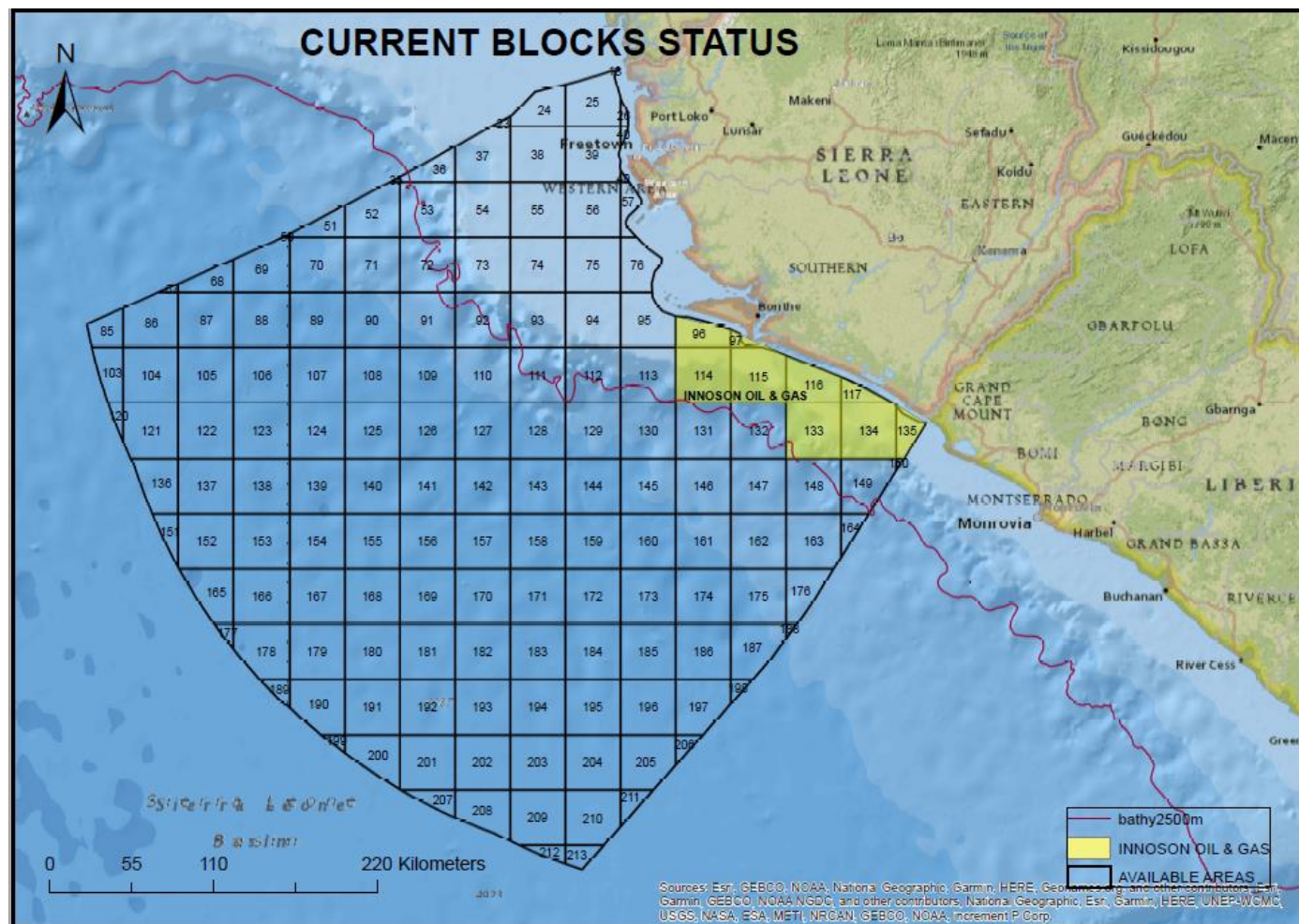
## **DATA ROOM RULES**

**STANDARD APPLICATION FOR SUBMISSION OF APPLICATIONS FOR ENTERING INTO  
PETROLEUM AGREEMENTS**

**Completed Applications should be sent to:**

**PETROLEUM DIRECTORATE SIERRA LEONE  
20 Mandalay Street, Kingtom, Freetown Sierra Leone**

## DIRECT NEGOTIATIONS APPLICATION DATA ROOM RULES



**Blocks Available for Licensing (May 2021)**

## **DIRECT NEGOTIATIONS APPLICATION**

### **DATA ROOM RULES**

#### **Part I Preamble**

The Petroleum Directorate Sierra Leone (PDSL) will make available via a Data Room, technical data packages including well data, seismic data and technical reports relating to, and in preparation for, future investment opportunities in Sierra Leone. Data is available for review on workstations running industry standard software including Kingdom and ArcGIS.

These Data Room Rules regulate the way Companies may use the facilities made available to them at the Data Room located at the offices of the PDSL, 20 Mandalay Street, Kingtom Freetown, Sierra Leone.

You are reminded that the documents contained in the Data Room are in connection with, and related to investment opportunities, and include confidential information. The initial Coordinator for the Data Room at PDSL office will be Ahmed Tejan Bah, Head of Technical.

#### **Part II Appointments**

The Data Room will be open during the hours of 9:00 a.m. to 5:00 p.m., Monday to Friday.

Appointments must be made via email to PDSL – [ahmed.bah@pd.gov.sl](mailto:ahmed.bah@pd.gov.sl)

The name, title and Company of each visitor viewing Confidential Information in the Data Room are required to be disclosed in writing at the time the appointments are made, and any changes to the foregoing requirements must be notified in writing before entry to the Data Room.

#### **Part III Admission and Compliance**

Visitors must submit to any reasonable security regulations and procedures required from time to time.

Data Room users must at all times comply with any request by PDSL to leave the Data Room and must depart same promptly at the end of the time allocated for their visit. Extensions of time will not be granted without the prior agreement of the Data Room Coordinator.

Before admission to the Data Room, each visitor shall be required to sign a declaration confirming that they agree to be bound by these Data Room Rules. A copy of the Data Room Rules will be available for their information.

Visitors may use dictating machines, mobile telephones and personal computers in the Data Room, but no fax machines, copiers, cameras (including phone cameras), USB/Firewall jump, flash drive or other similar devices will be permitted.

No user of the Data Room shall introduce any computer virus or other destructive code to the Data Room or the systems on which the Data Room is held.

The maximum number of visitors per visit shall be **Three (3)**.

#### **Part IV Liability**

PDSL does not warrant that the Data Room will be free of computer viruses and other destructive codes. PDSL accepts no liability for any damage caused by any destructive code transmitted through

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the access to the Data Room by the user. Data Room users acknowledge that it is their responsibility to implement sufficient procedures and virus checks to satisfy their requirements.

#### **Part V Confidentiality**

The data, documents and other information contained in the Data Room constitute “Confidential Information”.

#### **Part VI Documentation**

The Data Room is to give Companies an opportunity to review the data owned by PDSL before committing to licensing of the Data / Data Packages. Up to **three (3)** consecutive days may be booked and reserved at any one time. The following fees will apply:

- ❖ Introductory presentation and overview of the Sierra Leone Continental Shelf plus first day of viewing data.
- ❖ Data Viewing: **U.S \$2,000** per day.
- ❖ Licensing of Released Data / Data Packages: This will be subject to a standard Data Licence Agreement (available on request).

Companies will be provided with an electronic index listing all documents available in the Data Room.

Hardcopy documents in ring binders or howsoever bound must not be removed from the binder in which they are held. Loose documents contained in files or folders but not bound or contained in a ring binder must be replaced in the same location in which they were found.

Companies will be provided with access to digital well and seismic data on a computer workstation (running Kingdom and ArcGIS Software) which contains all seismic projects.

Companies may take away reasonable information (usually screen captures taken and saved in an MS PowerPoint Presentation) which will be converted by PDSL to Acrobat Format and will be restricted to internal use within their Company to enable them to review the opportunity at their offices.

Once the Data / Data Package have been purchased, the Data Licence Agreement governs the use and copying of the data.

In cases where the reports/maps are only available in hard copy format, copying charges will apply for material requested by Companies. Reasonable requests for limited photocopying of certain documents may be met after the visit at the discretion of PDSL. Such requests should be made in writing to the Data Room Coordinator.

Groups of visitors representing a single prospective application must nominate a contact person, the “Nominated Contact”, to coordinate requests for documents and/or photocopying of documents reviewed during their visit that day. The Nominated Contact must identify her/himself to the Data Room Coordinator.

#### **Part VII Conduct**

No document should be marked, modified, altered or damaged in any way.

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### **DATA ROOM RULES**

Data Room users will not attempt to circumvent any of the security features of the site and will not enable or allow others to access the site using their authorisation to the site.

#### **Part VIII      General Disclaimer**

PDSL has made all reasonable efforts to ensure that the information available in the Data Room is correct at the time of publication but PDSL or its advisers make no representation and give no warranty express or implied as to the quality, accuracy and completeness of the Information provided. PDSL therefore assumes no liability in contract or in tort or breach of statutory duty or otherwise for or in respect of any indirect, incidental or consequential loss or damage howsoever arising in respect of or in connection with the information contained in or from the inaccuracy, incompleteness or omissions in the contents of the Data Room.

#### **Part IX      Help Desk**

The Data Room Coordinator will be available at all times and all requests for assistance should be directed to him and/or persons specified by him.

#### **Part X      Housekeeping**

Tea, coffee, soft drinks and lunch will be provided for visitors to the Data Room.

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**Part XI Declaration**

I hereby declare that I have read and agree to comply with the provisions of the Data Room Rules.

I further declare that the information contained in the data room is provided to me for the purposes of reviewing potential investment opportunities in Sierra Leone.

Date: \_\_\_\_\_

Interested Party Being Represented: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_