



**PETROLEUM  
DIRECTORATE**  
*Of* Sierra Leone

**SIERRA LEONE  
INVITATION FOR TENDER**

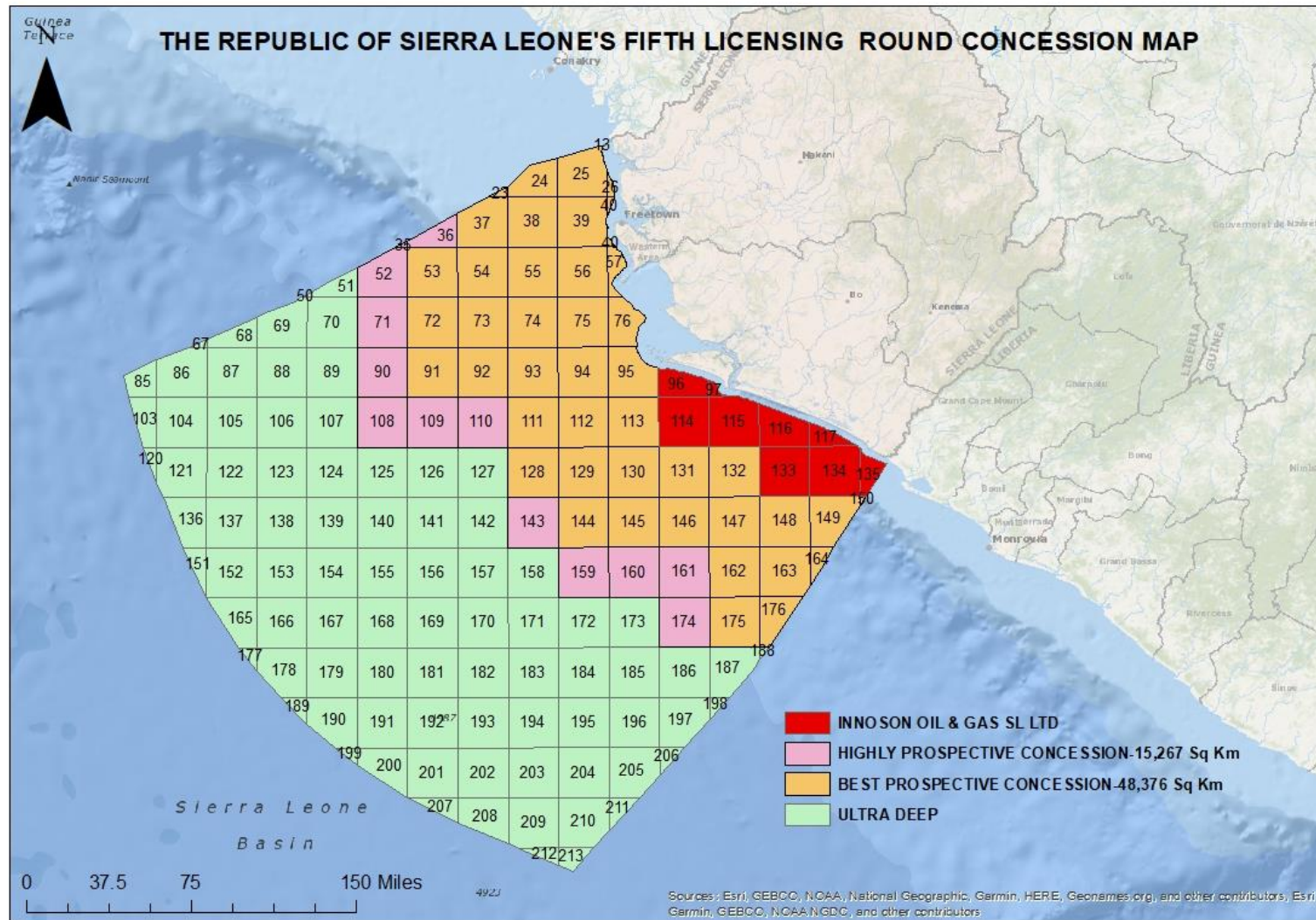
**PREQUALIFICATION GUIDELINES FOR INVESTORS**

**STANDARD APPLICATIONS FOR ENTERING INTO PETROLEUM AGREEMENTS**

**Completed Applications should be sent to:**

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

# INVITATION FOR TENDER PREQUALIFICATION GUIDELINES FOR INVESTORS



**Figure 1: Concession Map for Fifth Licensing Round (May 2022)**

**INVITATION FOR TENDER  
PREQUALIFICATION GUIDELINES FOR INVESTORS**



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# INVITATION FOR TENDER PREQUALIFICATION GUIDELINES FOR INVESTORS

## 1 INTRODUCTION

The Petroleum (Exploration & Production) Act, 2011 requires prequalification of Applicants for Petroleum Rights.

Applicants should refer to the “Supplement to the Sierra Leone Gazette Vol. CXLII, No. 60 dated 8<sup>th</sup> September 2011:

The Petroleum (Exploration & Production) Act, 2011

Act No.7 of 2011: The Sierra Leone Web:

[www.sierra-leone.org/laws.html](http://www.sierra-leone.org/laws.html)

[www.parliament.gov.sl](http://www.parliament.gov.sl)

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[www.parliament.gov.sl](http://www.parliament.gov.sl)

### **Section 16.2: Prequalification of Applicants for Petroleum Rights.**

“Where the Minister is satisfied on the advice of the Directorate, that the Applicant for a petroleum right or to be an operator thereunder has been evaluated and accepted to possess such technical, financial, operational, industrial or other expertise to qualify as a permit holder, license or an operator, he may issue to the Applicant a notice of qualification.”

This document outlines the Prequalification requirements and provides a template for Companies to submit their Prequalification Applications.

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### 2 APPLICATION AS OPERATOR OR PETROLEUM RIGHT HOLDER

“Any person, may upon the payment of the application fee, apply to the Minister to qualify as an Applicant for petroleum right or operator”.

#### **Submission of the Prequalification Application**

Two paper copies of the Prequalification Application should be provided in single sided A4 format and one copy in digital pdf format on DVD/USB.

**The Application Fee for Prequalification is US\$15,000 (Fifteen Thousand United States Dollars)**

Fees may be paid by Banker Cheque (Draft) or by wire bank transfer into the Petroleum Directorate’s bank account.

PETROLEUM DIRECTORATE BANK ACCOUNT DETAILS	
<b>BANK NAME:</b>	Federal Reserve Bank
<b>BANK ADDRESS:</b>	33 Liberty Street New York, NY 10045 United States of America
<b>SWIFT BIC:</b>	FRNYUS33
<b>BSL ACC NO:</b>	021084898
<b>SWIFT BIC:</b>	BSLESLFR
<b>FURTHER CREDIT TO:</b>	
<b>BANK NAME:</b>	Bank of Sierra Leone
<b>BANK ADDRESS:</b>	Gloucester Street Freetown, Sierra Leone
<b>ACCOUNT NAME:</b>	Petroleum Directorate Treasury Account
<b>ACC NO:</b>	0111003455
<b>BBAN NO:</b>	000001011100345591

Upon receipt of the cleared funds into the Petroleum Directorate’s bank account, the Petroleum Directorate will issue a receipt to confirm that payment has been received.

Following submission of the Prequalification Application, the Petroleum Directorate will evaluate the application. For the Fifth Licensing Round, the Director General of Petroleum Directorate will issue to the Applicant a “Notice of Qualification” to apply.

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The Petroleum Directorate will confirm receipt of Applications and intends to complete the evaluation process within 10 working days of receipt and the Director General will then advise companies accordingly.

Please clearly state if you wish to apply for Prequalification for the Fifth Licensing Round as:

1. Operator or,
2. Petroleum Rightholder (Partner / Non-Operator)

**Note:**

1. Prequalification as an Operator includes Prequalification as a Petroleum Rightholder.
2. Only Operators can submit an Application for the Licensing Round.

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**3 COMPANY DETAILS**

Please provide the following details:

1. Name of Applicant (XYZ Company as in Certificate of Incorporation).
2. XYZ Company also referred to herein as (“XYZ Company”).
3. Date of Establishment.
4. Jurisdiction of Incorporation.
5. Give an outline of the corporate structure, including an explanatory diagram, if appropriate, showing Parent, Subsidiary and Affiliate companies.
6. List all companies or individuals which have shares of at least 10% in the Applicant Company.
7. List all individuals which have shares of 5% or more in the Applicant Company.
8. Declare if a Private Company or Public Company (Share ticker / Stock Exchange).
9. Address of registered Office (street and postal address, telephone and e-mail).
10. Name of Primary Contact.
11. Telephone.
12. E-Mail.
13. Website.

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**4 FINANCIAL PREQUALIFICATION**

Please provide the following details:

**1. Information on Financial Standing.**

Class of Capital	Amount Authorized	Amount Issued	Voting Rights

2. The value of the total assets of the Applicant Company as of the end of its most recent financial year.
3. A good faith estimates of the total Exploration & Production capital expenditure in activities in each of the last three (3) years.
4. Details of any medium-term plans and/or material contingent liabilities if these could reasonably be expected to materially and adversely impact the financial status of the Applicant.
5. Confirmation that the Applicant has no outstanding financial obligations within Sierra Leone.

**Note:**

When submitting a bid for Petroleum Rights, the Applicant(s) will have to demonstrate to the Petroleum Directorate their financial capability to undertake its proposed work program.



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**5 OPERATIONAL / TECHNICAL PREQUALIFICATION**

The Applicant (whether seeking Prequalification as an Operator or Petroleum Rightholder) is asked to disclose details of the Applicant's experience with respect to exploration and production activities including:

1. Number of offshore exploration wells drilled or participated in for each of the last three (3) years.
2. Number of offshore wells drilled (as Operator) in each of the last three (3) years with water depths;
  - zero (0) to five hundred (500) metres
  - greater than five hundred (500) meters and up to one thousand (1,000) meters
  - greater than one thousand (1,000) meters
  - greater than two thousand five hundred (2,500) meters

**Note:**

The Petroleum Directorate is seeking to prequalify Operators who have offshore exploration expertise. Applicants who wish to Prequalify as an Operator in a deep water/ultra-deep-water license would be expected to have the relevant exploration experience. Applicants without the relevant experience should contact the Petroleum Directorate as they will be required to provide further information.

There is no special requirement for prequalification of a Petroleum Rightholder.

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**6 QHSE POLICY STATEMENT**

Applicants should provide a QHSE (Quality, Health, Safety and Environment) Policy Statement.

**Note:**

When submitting a bid for Petroleum Rights for the Licensing Round, the Applicant(s) will have to provide further information.

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**7 DATA ROOM VISIT AND TECHNICAL DATA**

Applicants wishing to Prequalify as an Operator are required to make a Data Room visit (available in Freetown; Sierra Leone or London; UK) as part of the Prequalification process.

The technical data available to view in the data room includes:

- 1.** Technical Presentations
- 2.** Technical Reports
- 3.** GIS Data Portal
- 4.** 15,780-line km of 2D seismic
- 5.** 9,976 km<sup>2</sup> of 3D seismic
- 6.** 8 well reports

Further information is available on [www.pd.gov.sl](http://www.pd.gov.sl)

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**8 EXAMPLE OF PREQUALIFICATION LETTER**

Please see below an example cover letter to be submitted with the Application.

**APPLICATION TO PREQUALIFY AS AN APPLICANT FOR AN  
[*OPERATOR*] OR [ *PETROLEUM RIGHT HOLDER*]**

The Director General  
Petroleum Directorate of Sierra Leone  
20 Mandalay Street  
Kingtom  
Freetown  
Sierra Leone

Date: DD/MM/YYYY

Dear Sir,

XYZ Company respectfully submits for your consideration the enclosed Application for Qualification as an [Operator or Petroleum Rightholder] to enable us to apply for a Petroleum License in Sierra Leone through the Fifth Licensing Round.

*Enclosed is our banker's cheque (draft) in the amount of USD \$15,000 reflecting payment of the Application Fee.*

Or

*As advised by the Petroleum Directorate we have made payment by Bank Transfer and enclose proof of the transaction.*

XYZ Company very much appreciates your consideration of our application.

Yours truly,  
Name

Enclosures:

- PREQUALIFICATION APPLICATION

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**9 EXPRESSION OF INTEREST**

Please state whether you are interested in participating in Open Tender process.

	Y / N	
Open Tender		Open Tender for all other Licence Applications.

## 10 FURTHER INFORMATION & CONTACT DETAILS

The Petroleum Directorate and its partners TGS invite the wider International Oil and Gas community to participate in Exploration & Production Licensing in Sierra Leone.

The Petroleum Directorate looks forward to your participation in the Fifth Licensing Round.

Further information about Sierra Leone can be found at:

<b>Petroleum Directorate of Sierra Leone</b>	 <p><b>PETROLEUM DIRECTORATE</b> <i>Of Sierra Leone</i></p> <p><small>Office of the President</small></p>
<b>Name:</b>	Foday Mansaray
<b>Designation:</b>	Director General
<b>Address:</b>	20 Mandalay Street Kingtom Freetown Sierra Leone
<b>Website:</b>	<a href="http://www.pd.gov.sl">www.pd.gov.sl</a>
<b>Email:</b>	<a href="mailto:info@pd.gov.sl">info@pd.gov.sl</a>

## Technical Data & Data Room Booking

<b>TGS</b>	
<b>Name:</b>	Jason Robinson
<b>Designation:</b>	Director Business Development AME
<b>Address:</b>	Dukes Court Duke Street Woking GU21 5BH United Kingdom
<b>Website:</b>	<a href="http://www.tgs.com">www.tgs.com</a>
<b>Email:</b>	<a href="mailto:jason.robinson@tgs.com">jason.robinson@tgs.com</a>