

**ZALLAF FOR EXPLORATION, PRODUCTION  
& REFINING OF OIL & GAS**

Head Office: Sebha – Nasiriyah – Tripoli Road  
Tripoli office- Tripoli Tower - Tower 2, Floor 23  
Tripoli, Libya  
P.O. Box: Main Branch 19855 Sabha -  
Tripoli Branch 91151 Tripoli



شركة زلاف لاستكشاف وإنتاج وتكرير النفط والغاز

المقر الرئيسي: سبها - الناصرية - طريق طرابلس

مكتب طرابلس: برج طرابلس - برج 2، الدور 23

## INVITATION FOR PRE-QUALIFICATION

Zallaf for Exploration and Production and refining of Oil & Gas Company (Zallaf) invites competent and experienced companies to express their interest in participating in the tender described below. Companies wishing to be considered must demonstrate the required technical expertise, operational capability, financial strength, and availability of qualified personnel necessary to perform the specified work.

Interested applicants shall submit a pre-qualification package, including all required documentation and supporting information, for evaluation by Zallaf. Following the pre-qualification process, only companies that meet the established criteria will be shortlisted and invited to participate in the tender.

### **Tender: ENG-207-2026-ERW**

Erawin Airstrip Upgrading Project

**LOCATION:** ERAWIN FIELD

**The description of the work includes but is not limited to:**

- Airstrip Rehabilitation, New Taxiways & Turning Apron
- Supply & Install a New Chain Link Fence around the Runway
- Construction of New Departure Building.

### **Conditions and requirements for participation in the pre-qualification stage:**

Companies wishing to apply for the purpose of evaluation to prequalify for the above-mentioned tender must meet all the conditions and submit the information and documents referred to below by filling out the attached questionnaire, signature, and stamp of the participating company, as well as signing and stamping the declaration and attaching it with the company's documents. Please note that any lack of required information will result in the exclusion of the applicant:

### **Technical Requirements:**

1-Prior experience executing works within an operational airport/airstrip licensed or regulated by the Libyan Civil Aviation Authority (LYCAA), or any other national civil aviation authority — including any LYCAA permits, approvals or no-objection certificates obtained for similar airside works.

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- 2- Minimum 3 completed reference projects within the last 7-10 years involving airport/airstrip runway, taxiway or apron pavement construction or upgrading (asphalt/HMA)
- 3- Experience in remote/desert site logistics and mobilization (given NC-200 Erwin Field location, ~200 km SW of Awbari).
- 4- Experience in security/chain link fencing works of comparable scale (>3 km).
- 5- Experience in reinforced concrete building construction (foundations, columns, roof slab, MEP fit-out).
- 6- Experience working within Oil & Gas / NOC / IOC operated fields, including HSSE induction and site access compliance.
- 7- List of ongoing projects/current workload with contract values and completion percentages, to assess capacity to undertake this project concurrently.
- 8- Organization chart for the proposed project team
- 9- CVs of the proposed Project Manager, Site Engineer(s) (Civil/Structural and Electrical), QA/QC Engineer, HSSE Officer, and Surveyor, demonstrating relevant experience in airport and civil infrastructure projects. The submission shall also include evidence that the Contractor has in-house aerodrome pavement design capability, or access to a qualified aviation civil design subconsultant, with proven experience in accordance with ICAO Annex 14, FAA AC 150/5320-6, and the use of FAARFIELD software (or equivalent).
- 10- List of owned and leased major equipment relevant to the works (asphalt paving equipment, rollers, batching/mixing plant, laboratory testing equipment, excavation and fencing equipment)
- 11- Availability of an accredited materials testing laboratory (AASHTO/ASTM compliant) or subcontract arrangement with one
- 12- Manpower resources - skilled/unskilled headcount available for mobilization

**Legal requirements:**

**First: Local companies and joint companies:**

The following documents and requirements shall be submitted as part of the pre-qualification file:

1. An official letter issued by the company's legal representative and addressed to the Chairman of the Pre-Qualification Committee, expressing the company's intention to participate in the pre-qualification stage. The letter shall include confirmation of acceptance of all terms and

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conditions stated in this announcement, as well as the company's official email address, telephone number, head office address, and other relevant contact details.

2. A copy of this pre-qualification announcement duly signed and stamped by the authorized signatory of the participating company, together with the completed pre-qualification questionnaire and all required supporting documents.
3. Articles of Association (certified true copy).
4. Memorandum of Association (certified true copy).
5. All amendments to the Articles of Association and the Memorandum of Association (certified true copies).
6. Valid Trade License allowing the company to practice the relevant commercial or industrial activity (certified true copy).
7. Commercial Registration Certificate (certified true copy).
8. Chamber of Commerce Registration Certificate (certified true copy).
9. Original Tax Clearance Certificate issued by the competent authority and addressed to Zallaf Libya for Oil and Gas Exploration and Production for the purpose of pre-qualification.
10. Copies of any licenses, approvals, or certificates issued by competent authorities as required under the applicable laws and regulations in force.
11. Audited financial statements demonstrating the financial position of the company for the past three (3) fiscal years, certified by an external licensed auditor, including balance sheets and profit and loss statements.
12. A list of similar projects and works executed within the required scope of work. The list shall include the following information: project name, client/owner, project location, date of commencement, total contract value, and date of completion. Supporting photographs shall be attached. No project information shall be considered unless supported by an official letter issued by the project owner confirming completion or ongoing implementation.
13. The company's organizational structure, including detailed curricula vitae (CVs) of key managerial, technical, and professional personnel.
14. Evidence that the company has not less than five (5) years of relevant experience in the required scope of work.
15. In the case of joint participation with a foreign company not registered in Libya, an official Joint Venture or Partnership Agreement shall be submitted. The agreement must be duly signed and approved by the legal representatives of both parties and clearly define the roles and responsibilities of each party in project execution. The agreement shall be approved by the competent authorities in the foreign company's country of registration and duly authenticated by the Libyan Embassy or Consulate in that country.

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**Second: Branches of foreign companies:**

1. Sending an official letter issued by the legal representative of the company to the Chairman of the Pre-Qualification Committee expressing the company's interest in participating in the pre-qualification stage, including confirmation of acceptance of the conditions stated in this announcement, as well as the company's official e-mail address, telephone number, headquarters address, etc.
2. The applicant for the pre-qualification stage must attach a copy of this announcement, duly signed and stamped with the official seal of the participating company by the authorized person, and submit the completed attached questionnaire along with all required supporting documents.
3. Provide a copy of the Minister of Economy's resolution authorizing the opening of the company's branch in Libya.
4. Trade license to practice the commercial or industrial activity of the company's branch (certified true copy).
5. Commercial Registration Certificate (certified true copy).
6. Chamber of Commerce registration certificate (certified true copy).
7. Proof of tax payment certificate addressed to Zallaf Libya Company for the purpose of pre-qualification (original).
8. Any other licenses, approvals, or certificates required under the applicable legislation in force.
9. Submission of documents indicating the financial position of the company for the past three (3) years, approved by an external financial auditor, including the financial statements for those years, translated into English or Arabic.
10. Identification documents of the company, along with documents and certificates demonstrating experience relevant to the scope of work to be implemented.
11. A list of projects and works similar to the required scope of work that have been completed or are currently being implemented, provided that the list includes the following data: project name, owner, location, start date, total contract value, completion date or expected completion date for ongoing works, supported by illustrative photographs.  
Note: No data or information shall be considered unless issued by an official letter from the project owner confirming completion or ongoing implementation of the project.

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12. The organizational structure of the company and the experience of its employees (CVs).
13. The company must have a minimum of five (5) years of experience related to the scope of work.
14. In the event that a participating company submits a joint file with a foreign company not registered in Libya, an official agreement signed and approved by the legal representatives of both parties must be submitted, indicating the partnership/solidarity between the two companies in the implementation of the project and defining the role of each party. The agreement must also be approved by the competent authorities in the country where the foreign company is headquartered and duly certified by the Libyan Embassy or Consulate in that country.

**Third: Foreign companies:**

1. Sending an official letter issued by the legal representative of the company and addressed to the Chairman of the Pre-Qualification Committee, expressing the company's interest in participating in the pre-qualification stage, including confirmation of acceptance of the conditions stated in this announcement, as well as the company's official e-mail address, telephone number, and headquarters address, etc.
2. The applicant for the pre-qualification stage must attach a copy of this announcement duly signed and stamped with the official seal of the participating company by the authorized signatory and submit the completed attached questionnaire along with all required supporting documents.
3. Submission of an official letter issued by the foreign company (not registered in Libya) indicating whether it intends to register and operate inside Libya or not.
4. A valid commercial license authorizing the company to practice commercial activities, or its equivalent, issued in the country where the company is headquartered, duly translated into Arabic and certified by the competent legal authorities in the foreign country.
5. The commercial register certificate or its equivalent, duly translated into Arabic and certified by the competent legal authorities in the foreign country.
6. A certificate proving registration with the Chamber of Commerce or its equivalent, duly translated into Arabic and certified by the competent legal authorities in the foreign country.
7. Proof of tax payment issued by the official authorities in the country where the company is headquartered, duly translated into Arabic and certified by the competent legal authorities in the foreign country.
8. The organizational structure of the company and the experience of its employees (CVs).
9. The Memorandum of Association and the Articles of Association or their equivalent, duly translated into Arabic and certified by the competent legal authorities in the foreign country.

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10. Submission of documents indicating the financial position of the company for the past three (3) years, approved by an external financial auditor, including the financial statements for those years, duly translated into Arabic and certified by the competent legal authorities in the foreign country.
11. Identification documents of the company, along with documents and certificates demonstrating experience relevant to the scope of work to be implemented.
12. A list of projects and works similar to the required scope of work that have been completed or are currently being implemented, provided that the list includes the following information: project name, owner, location, start date, total contract value, completion date or expected completion date for ongoing projects, supported by illustrative photographs.  
Note: No data or information will be considered unless supported by an official letter issued by the project owner confirming project completion or ongoing implementation.
13. Any licenses, approvals, or other certificates issued by the competent authorities in the country of origin.
14. The company must have a minimum of five (5) years of experience related to the scope of work.
15. All of the above-mentioned documents must be duly certified by the competent authorities in the country where the company's headquarters is located and authenticated by the Libyan Embassy or Consulate in that country. Any submission that does not comply with this requirement shall not be considered.

**Health, Safety, Security and Environment Requirements:**

1. HSSE Policy
2. HSSE-Management system
3. HSSE risk management procedure (Risk Assessment for SoW)
4. Accident Reporting and Investigation procedure.
5. Emergency Response Plan
6. HSSE plan
7. HSSE Reporting plan.
8. HSSE KPI performance for the last 3 years
9. Organization Chart
10. OHSAS 18001 & ISO 45001:2018
11. ISO 14001:2015
12. Operation Instructions (safe work procedure)
13. Fitness to work certificates.
14. Permit to work management procedure
15. Excavation procedure
16. LOTO procedure
17. Lifting and hoisting procedure

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18. Manual handling procedure
19. Waste Management Plan
20. Provide PPE plan
21. Land transportation HSSE Plan

**Important Notes:**

- All required documents must be current and valid.
- The non-conformity of the company's activity and purposes with the required field of work will lead to the exclusion of the company directly.
- Zallaf Libya has the right to request any additional documents or clarifications by the participant in the pre-qualification stage.
- All the files must be submitted electronically, provided that the electronic copies (PDF) are sent in classified files (technical, legal, financial, health, safety, security and environment).
- In the event of any deficiency in the documents referred to or they are invalid or incorrect, they will lead to the exclusion of the participating company.
- This invitation is not considered a participation in the said tender and does not represent any obligation on Zallaf Libya to invite these companies to participate in the final bid, or to include these companies in the final list.
- The invitation to participate in the tender and the issuance of tender brochures will be only for qualified companies that will be selected according to pre-qualification.
- The company will only deal with people officially authorized by the applicant companies to participate in the pre-qualification phase.
- The company submits to participate in the tender its agreement to all the conditions contained in the announcement and to abide by and abide by them.
- The participant in the pre-qualification stage is solely responsible for all expenses incurred during the submission of documents and presentations.

**\*\*All documents and requirements shall be submitted exclusively by e-mail to [pqc@zallaf.com](mailto:pqc@zallaf.com). However, the legal file and the original tax payment certificate are exceptions and must be submitted both electronically and in hard copy to the PQC Rapporteur at the company's premises.**

**Deadline for submitting the required documents: 10 August 2026**

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## شركة زلاف ليبيا لاستكشاف وإنتاج النفط والغاز

### Questionnaire form إستبيان

**Important Note:** Applicants must ensure that all required information is duly completed and that all supporting documentation specified in the Pre-Qualification Announcement is attached. Failure to provide complete and accurate information, or omission of any required document, may result in the application being deemed non-compliant and excluded from further consideration. Applicants are therefore advised to review their submissions thoroughly prior to submission to ensure full compliance with all requirements.

|                                          |  |
|------------------------------------------|--|
| <b>General Information</b>               |  |
| Project Subject                          |  |
| Project Location                         |  |
| Tender Number                            |  |
| Name of the Bidding Company (Contractor) |  |

#### I. Administrative Information

| Item                                       | Details |
|--------------------------------------------|---------|
| Company Name                               |         |
| Company Nationality                        |         |
| Date of Establishment                      |         |
| Business Activities                        |         |
| Company Capital (in Words)                 |         |
| Name of the Company's Legal Representative |         |

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|                                       |  |
|---------------------------------------|--|
| Website                               |  |
| E-mail                                |  |
| Company Headquarters                  |  |
| Company Branch Office                 |  |
| Telephone / Mobile                    |  |
| Name of the Authorized Representative |  |
| E-mail                                |  |

**II. Financial Information**

| Item                                                                 | Details |
|----------------------------------------------------------------------|---------|
| Financial Value of Company Assets                                    |         |
| Estimated Value of Ongoing Projects Being Executed by the Contractor |         |

**III. Similar Projects Completed by the Bidder**

| Client Name | Description of Work | Contract Value | Contract Date | Completion Date | Implementation Period |
|-------------|---------------------|----------------|---------------|-----------------|-----------------------|
|             |                     |                |               |                 |                       |
|             |                     |                |               |                 |                       |
|             |                     |                |               |                 |                       |

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**Declaration**

| Item                                                 | Details |
|------------------------------------------------------|---------|
| Company Name                                         |         |
| Signature of the Company's Authorized Representative |         |
| Name and Job Title                                   |         |
| Company Address                                      |         |

Name of the authorized person

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