

EXPRESSION OF INTEREST (including Pre-Qualification Requirements)

Supply of Video Production and Photography Services

Reference: WS3163595

BIDS Categories: 9437

Issue Date: August 4, 2016

Closing Date: August 18, 2016

Overview:

- ExxonMobil Canada Properties, a partnership (ExxonMobil) in the process of pre-qualifying companies who can supply Video Production and Photography Services for their onshore and offshore Newfoundland and Labrador requirements.
- Contractor shall provide all management, personnel, processes, materials, tools, equipment, applicable certifications and facilities as may be required to ensure all equipment covered by this pending Contract shall be fabricated and supplied to meet all statutory requirements, codes of practice and applicable specifications.
- The intention is to have this scope of work cover the requirements of the Hebron Project. For clarity, the scope of work includes not only the foregoing, but may include at ExxonMobil discretion, future work related to minor changes to the scope of work described herein, in which ExxonMobil may engage onshore or offshore Newfoundland and Labrador, for oil and gas facilities.
- While not planned, it should be noted that the resulting RFP and contract may require inclusion of and/or extension to other operators in the area, project co-venturers, contractors and/or affiliated companies.
- ExxonMobil supports providing opportunities to Canadian, and, in particular, Newfoundland and Labrador companies and individuals, on a commercially competitive basis. Contractors expressing interest in providing services or materials, if they are selected to bid, will be required to complete a Canada-Newfoundland and Labrador Benefits Questionnaire at the bid stage.
- ExxonMobil Canada Properties, a partnership (ExxonMobil) encourages the participation of members of designated groups (women; Aboriginal peoples; persons with disabilities; and members of visible minorities) and corporations or cooperatives owned by them, in the supply of goods and services.

Supplier Diversity

Diverse Ownership (Completion of this section is voluntary)

A Diverse supplier is a business that is at least 51 % owned and controlled by a member(s) of one or more of the four designated groups identified in Canadian employment equity legislation:

- Women
- Aboriginal peoples
- Visible Minorities
- Persons with disabilities

Please indicate above which designated group(s) are applicable to your business.

Certification for Diverse Businesses

There are currently national certifying organizations that cover certification for businesses owned by:

- Aboriginal Peoples
- Visible Minorities
- Women

The Projects will continue to look for organizations that can provide certification support to businesses owned by persons with disabilities.

If you indicated that your business is owned by a member of a designated group, are you currently certified as a diverse-owned business? Yes No

Through which certifying organization is your business certified? _____

If you are a NL registered business and are not currently certified, would you be interested in learning more about certification? Yes No

The Hebron Project has a vendor database that is used to identify possible suppliers and contractors to participate in the project. Suppliers and contractors are encouraged to register.

ExxonMobil Canada Properties, operator of the Hebron Project, will use the database beyond development/construction, into the operations phase of the project. We also see value in expanding use of the database to the Hibernia and Hibernia Southern Extension projects, as well as project co-venturers and co-owners should they request information. The increased visibility to three major projects and other noted industry participants may be of value to your organization as it has the potential to increase future procurement opportunities.

DISCLAIMER: By registering your company in the vendor database, you are consenting to making your information available to the parties noted above in addition to the Hebron Project.

NOTE: Registration in the database does not imply that a supplier or contractor is approved as a qualified supplier, nor does it indicate that a supplier or contractor is included on any tender or bid list for the supply of goods or services for which it has registered.

Scope of Work Overview:

The scope of work/supply includes, but is not limited to:

- Film and produce high quality videos of project work, project milestones and conduct and film interviews with project personnel. All video/sound work should be produced showcasing top production values. All video footage should be in HD - 1080p, 4k, as well as uncompressed – for possible use on TV, at events and websites.
- Take highly professional digital photographs of project work, events and subjects relating to the Hebron project for use in video, print publications and websites. The contractor must deliver photographs in JPEG format in high resolution (+300dpi). All photos should contain metadata that will assist with the organization of files.
- Attain signed Project waivers from all individuals appearing in any video or photography.
- Add graphical and animated elements to the video footage in a compelling way.
- Integrate previously captured project media.
- Perform all post production work and editing (both sound and video) to produce a short project overview video that showcases the Hebron Project from the early stages to operations.
- The contractor will sign over all ownership and copyright of all digital media and content filmed and created to ExxonMobil Canada Properties.
- Develop scripts and storyboards to guide the process. The development of all video, photography, scripts and storyboards, will occur in under the guidance of ExxonMobil Canada Properties.

Additionally, the selected contractor will be required to meet all technical and Safety, Health, Environmental, and Security (SHE&S) specifications and safe work practices of ExxonMobil, and its affiliates as appropriate.

Minimum Technical Requirements

- Contractor must have a minimum of 5 years' demonstrated experience in film development work in the oil and gas or heavy industrial sector.
- Contractor must be able to supply and maintain all required equipment, hardware and software.
- Contractor must be able to provide qualified personnel to assist with filming, photography, animation, editing and all post production.

Submission Requirements

Vendor submissions in response to this Expression of Interest (including pre-qualification) **must** include the afore-mentioned reference number, as well as the following information:

1. Completed ExxonMobil / HMDC Vendor SHE pre-qualification questionnaire. (Available through BIDS – see contact information below.)
2. Information demonstrating qualification for the Scope of Work detailed above, including samples of work.
3. Information demonstrating vendor can meet minimum technical requirements detailed above
4. Describe your experience operating under and familiarity with, the benefits provisions of the Canada-Newfoundland and Labrador Atlantic Accord Implementation Acts, and your experience with any similar regimes in other parts of Canada or internationally. At the RFP/ITT stage, bidders will be required to indicate how they comply with the above.
5. Please acknowledge that responsible management personnel have read, understand and will support requirements to comply with the following where applicable
 - i) Section 45 of the Canada-Newfoundland and Labrador Atlantic Accord Implementation Act
 - ii) The Hebron Benefits Agreement and Hebron Benefits Plan work requirements

The data submitted in response to the aforementioned questionnaires will be used to evaluate your company's ability (and those of your preferred sub-contractors / vendors where applicable) to perform these services or provide these materials.

It will focus primarily on:

- Past safety performance
- Applicable experiences
- Project execution skills
- Project management skills & integration skills
- Available technologies with proven performance
- Current capability
- Workload
- Personnel qualifications
- Financial capacity

We will evaluate this data and develop a final group of vendors who will be asked to submit formal competitive bids. We reserve the right to make the final determination of which contractors will receive the Request for Proposals (RFP) or Invitation to Tender (ITT) and which contractor will be awarded the final contract.

This Expression of Interest (including pre-qualification) is not a pre-qualification of contractors for other ExxonMobil work, but is limited to the scope aforementioned. In addition, participation in this Expression of Interest (including pre-qualification), including any statements whether oral or written between ExxonMobil Canada Properties and your company, shall not create or be deemed to create any binding legal relationship or contract, or be construed to do so between ExxonMobil Canada Properties and your company. All costs associated with the preparation of your response to this expression of interest shall be at your expense.

This Expression of Interest (including pre-qualification) may or may not result in the issuance of an RFP/ITT and may or may not result in the award of a contract. If you respond to this Expression of Interest (including pre-qualification) and your company is selected to be on the bidders list, your company name, your designated company representative's name and business contact information may be posted on public websites. Similarly, if you are selected for award, the same information may also be posted, indicating that the work has been awarded to your company.

Responses must be submitted electronically by the closing date to the ExxonMobil e-mail address noted below:

Hebron Project
ExxonMobil Canada Properties
Attention: Chris Spence
chris.d.spence@exxonmobil.com
Phone: (709) 778-7212

Finally, potential vendors, if they have not already done so, should register with BIDS using following contact information:

Phone: 1-800-270-4611
E-mail:isabelle@bids.ca
www.bids.ca