



VENDORS/SUPPLIERS ASSESSMENT QUESTIONNAIRE

SUBMISSION OF PREQUALIFICATION DATE ON OR BEFORE 30TH AUGUST 2025

CONTACT PERSON

Mr. Nahla Al Kalbani

Chief Procurement Officer

SALAM AIR

Phone : +96878813640

Address: H7HX+9J, Muscat 111, Oman

BRIEF DESCRIPTION OF THE PROJECT

This prequalification procedure document is presented by **SALAM AIR** for the purpose of establishing a list of ("Qualified Bidders List" or "QBL") of qualified General Suppliers of goods & services, Industrial equipment, Storage/Transport, Tools, Disposables, Industrial Supplies, etc. for our 2025-2026 project.

Salam Air. assumed responsibility for the stewardship and revitalization of the Salam Air and the execution of all activities related to the aviation operations pursuant to the terms and conditions of the Development and Production Sharing Agreement (DPSA). The DPSA, dated 26 April 2009, was entered into by and between the Governments of the United state; US based Occidental Petroleum, Mubadala Petroleum, and The Oil and Gas Holding Company B.S.C. (c) (Noga holding).

THE OBJECTIVE OF THE PROJECTS IS

Our objective is to pre-qualify experienced suppliers to whom Invitation to Tender for the services shall be issued when required.

This document is considered by the Company to be a very important one for evaluating suitability of an organization as a prospective supplier. Hence you are requested to follow these guidelines for completing the Questionnaire:

1. This Registration document shall be submitted with introductory letter providing a brief profile of your Company's organization and main activities.
2. A Valid copy of the following license must include:
 - Company Trade License
 - Chamber of Commerce License, if any.
3. All information shall preferably be typewritten and should be supported with appropriate documentation.
4. Salam Air reserves the right to reject any submittal at its sole discretion.
5. The respondent's submittal and any participation therein, including any statements whether oral or written between Salam Air and any respondent shall not create or be deemed or construed in any way so as to create any binding legal relationship or contract between either or both jointly of Salam Air and any respondent. Furthermore, submittal will not guarantee placement on a bid list or the award of any contract or work. This supplier assessment is for Salam Air suppliers/contractors' assessment purposes only.
6. Salam Air reserves the right to contact all references proved by respondent, visit any respondent work locations and interview any respondent personnel in the performance of this assessment.
7. A Mandatory Registration Refundable Security Deposit of 5,300,00 OMR (Five Thousand Three Hundred Omani Rials) must be made to Salam Air Custodian Bank Account for any new suppliers/ contractors with interest of appearing within our suppliers list for 2025/2026 projects.
8. Note: The Mandatory Registration Refundable Security Deposit/Validation fee for new suppliers/contractors' registration will be refunded back after 7 working days of registration by Salam Air.
9. All Suppliers/Contractors should complete the assessment questionnaire document and provide responses to the questions and other information as requested by the deadline specified in the time line above. The Per-qualification process is an assessment aimed at determining which amongst companies who have expressed interest in undertaking in any of our projects supplies to have the appropriate levels of experience and capacity required to bid for the contracts. All documents should be in English Language. This is a Restricted Procedure and following evaluation of the PQQ submissions the Per- qualified suppliers/Contractors will be shortlisted and invited to submit an Invitation to Tender (ITT).
10. Payment terms: Our standard payment terms for supplies, services and contracts are 100%. Payment upon receipt of supplier/contractor's invoice & shipping document. Prepayment is only acceptable against a prepayment guarantee covering the full amount of the prepayment.

LIST THE KIND OF PRODUCTS/SERVICES YOUR COMPANY CAN SUPPLY TO SALAM AIR

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| S/NO | DESCRIPTION | ✓ SUPPLIERS CONFIRMATION [CHECK MARK] |
|-----------|--|---|
| | KINDLY ATTACH ANY OF THE AVAILABLE DOCUMENTS BELOW, ATTACH THE ONCE YOU HAVE ONLY. | |
| | COPY OF THE FOLLOWING LICENSES AND DOCUMENT: | |
| 1 | Commercial Trade License | |
| 2 | Above Certificates must contain minimum of 3 months validity | |
| 3 | Attach copy of above License/Certificates and their official English Translation. | |
| 4 | Declaration | |
| 5 | Bank transfer deposit slip for suppliers/contractors' registration/validation deposit of 5,300.00 OMR(Five Thousand Three Hundred Omani Rials) made to Salam Air Bank Account domiciled in Oman, Bahrain or UAE. Custodian bank details will be providing to you on request. | |
| 6 | Copy of financial statement audited by chartered accountants for last 2 years. Or internal financial statement if the company is established for less than One year (If applicable). | |
| 7 | Copy of financial statement audited by chartered accountants for last 2 years. Or internal financial statement if the company is established for less than One year (If applicable). | |
| 8 | Company Profile outlining respondent's history, Size, Core field of activities Or business expertise (1 or 2 pages). | |
| 9 | Worldwide & local experiences list including Name of Client, Scope of Work, Value and Year of Project. If any | |
| 10 | Company catalogues/brochures, if any. | |
| 11 | Declaration templates to be filled below | |
| 12 | Copy of QA/QC manual along with implementation forms, checklists & Certificates Applicable to QA/QC Management system. If any | |
| 13 | Customer reference letters, if any | |
| 14 | Copy of HSE manual along with implementation forms checklists & Certificates. If any | |

SECTION 1 – SUPPLIERS GENERAL INFORMATION:

| | |
|-------------------------|--|
| COMPANY NAME | |
| YEAR ESTABLISHED | |
| NATIONALITY | |

INCORPORATED IN



NORTH AMERICA
EUROPE
SOUTH AMERICA
AFRICA
AUSTRALIA
ASIA

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| |
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| |
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| | | |
|----------------------|----------------|--|
| ADDRESS | STREET | |
| | P.O.BOX | |
| | TEL.NO. | |
| | FAX NO. | |
| | EMAIL | |
| | | |
| OTHER ADDRESS | STREET | |
| | P.O.BOX | |
| | TEL.NO. | |
| | FAX NO. | |
| | EMAIL | |
| | | |

CONTACT PERSONS: (PLEASE INCLUDE NAME OF CHIEF EXECUTIVE OF THE COMPANY)

| NAME | DESIGNATION | TEL NO. | E-MAIL |
|-------------|--------------------|----------------|---------------|
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Note: You are to fill your company bank details where we will be refunding the payment of the (Mandatory Registration Refundable

| | |
|-----------------------|--|
| BANK NAME: | |
| FULL ADDRESS: | |
| BRANCH: | |
| ACCOUNTNUMBER | |
| ROUTING NUMBER | |
| SWIFT CODE | |
| IBAN NUMBER | |
| | |
| | |

CONTRACTOR GROUP ☐

| NAME OF OWNERS | NATIONALITY | % OF OWNERSHIP |
|----------------|-------------|----------------|
| | | |
| | | |
| | | |

No

If yes, please provide details of your company's sponsor in
Country

[illegible]

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| NAMES | DESIGNATION | SPECIMEN SIGNATURE |
|-------|-------------|--------------------|
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AUTHORISED SIGNATORIES AS PER STATUTES/ARTICLES OF ASSOCIATION

NOTES: Vendors are required to register their formal mobile number and e-mail address, as they will receive Notification SMS/email alerts for all pending RFQs or any other related works in line with their company activities





(New Suppliers/Contractors Registration for validation to the new system portal)

- Supplier/vendor registration is part of expanding competent vendor base to cater to our needs of our growing profile/project requirements. We have structured vendor registration/approval procedure for prospective suppliers.
- The duration of the registration process depends on many factors and is 7 to 10 days.
- Approved (Master) vendor list is reviewed and updated once in a year. This updating includes adding new prospective vendors and also deleting existing vendors based on their performance feedback received from all concerned departments.
- Assessment team of Salam Air Treasury and Service Group of our Custodian shall jointly coordinate technical evaluation of the suppliers/contractors and the **assessment team might make a visit to the premises, as deemed necessary**.
- Salam Air treasury shall also conduct a financial assessment by reviewing the suppliers/contractors audited financial statements, where applicable. The principal objective of the financial assessment is to determine the financial status of the suppliers/contractor's evidence of banking facilities and, where relevant, insurance coverage.
- Treasury shall advise the Service Group of Salam Air Custodian the outcome of the financial review, as part of the overall evaluation. Based on the total risk/exposure to Salam Air, the Service Group of Custodian shall classify the service suppliers/contractors accordingly.

Note: Mandatory Registration Refundable Deposit/Validation for new suppliers/contractors' registration should be made and submitted together with your company documents for immediate commencement for registration /validation. Mandatory Registration Refundable Deposit /Validation fee must be made before the deadline for submission and we will provide you with the payment details upon request.

SELECTION ASA REGISTERED PROPONENT:

Selection as a registered proponent guarantees the pre-qualified suppliers/contractors to be engaged by Salam Air to provide services for 2025/2026

Issue a Request for Quote (RFQ) to a single supplier/contractor selected from the relevant category of the pre-qualification list. Selection will be made based on skill set required.

Pre-qualified suppliers/contractors shall receive notification alerts by email on all Salam Air and tenders.

DECLARATION

We hereby declare and under take that all the information/document provided are under our full Lega responsibilities and confirm that we identify and hold Salam Air harmless against any claim or liability arising from the acceptance or use such information/document whatever the source of such claim or liability.

We also authorize Salam Air to verify and seek any way of confirmatory of such information/document

SIGNATURE: _____

FULL NAME: _____

DEGSINATION: _____

ON BEHALF OF: _____

Company Stamp



| | | | |
|------------------|--|-------------|--|
| Date Received: | | Is detailed | |
| File No | | Assessment | |
| Division No | | | |
| Accreditation No | | | |
| Final Comment: | | Seal: | |