

**ExxonMobil Exploration and Production Romania Limited  
Nassau (Bahamas) Sucursala Bucuresti**

Registered Address: 169 A Calea Floreasca, Building B, 8<sup>th</sup> floor  
Rooms no. 801-834, 801A, 803A, 803B, 832A  
District 1, 014472 Bucharest, Romania

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**Ref: Recruitment and Placement of Personnel Services (RPOP)**

Publication Reference:

- Romania Libera newspaper – Public Procurement Section, and
- Integrate Investment web page:  
<http://www.in-in.ro/servicii/consultanta-in-achizitii/proceduri-de-atribuire/servicii-personal/>

**To whom it may concern**

According to the provisions of Section A.1 Instructions to Bidders, paragraph 5. Clarification of Bidding Documents from the Bidding Documents below are presented the answers to the questions received from bidders during the period 26.06.2018 – 29.06.2018.

In case the information is not needed by you, please do not take them into consideration.

No	Received question	Answer
1	<i>Please send us all bidding forms in word/excel format, if available; we were unable to identify a "procurement" section on <a href="http://www.in-in.ro">www.in-in.ro</a>.</i>	All Candidates can find all editable forms on the website: <a href="http://www.in-in.ro/servicii/consultanta-in-achizitii/proceduri-de-atribuire/servicii-personal/">http://www.in-in.ro/servicii/consultanta-in-achizitii/proceduri-de-atribuire/servicii-personal/</a>
2	<b>Please reconfirm</b> which forms must be submitted. In article 10 of section A there is a list of necessary bidding documents to be submitted. However, section D (Forms RPOP) provides for	The list of forms that have to be submitted are as follows: a) Bidding Letter – Form D.1; b) Prospective Business Associates Questionnaire (PBAQ) - Form D.2; c) Average General Turnover - Form D.3;

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	<i>two extra forms (Form D.3 and D.5) which are not requested in the Section A list.</i>	d) Similar Experience – Form D.5; e) Technical Proposal – Form D.6; f) Financial Proposal – Form D.7; g) Financial proposal (excel) – Form FIN 1; h) Commitment regarding the Commercial Conditions – Form FIN 2.
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Sincerely yours,

Maria Kantor

Signature .....

Date: 02.07.2018