

ATTACHMENT 1: PROPOSAL LETTER / COVER LETTER

Proposal for (Provision of Land & Sea freight forwarding Services ITT-TAQA-2021-0163)

From: STARLIGHT AIRLINES / Attn: Jegar Haji Mohammed

To: TAQA ATRUSH BV

Dear Sir / Madam

Having carefully examined your Proposal Document and all documents attached thereto, the undersigned proposes to perform the Services as defined in the Proposal Document for compensation as detailed in our proposal.

If the undersigned is awarded a Contract for the above project, the undersigned agrees with the following:

- 1 That the undersigned has read and understood all documents forming part of the Proposal Document, including all commercial and technical requirements and Agreement and all Schedules.
- 2 That the undersigned has thoroughly familiarized itself with the social, economic, political, and services conditions in all the locations where the services are to be provided together with all other factors that could affect the Proposal rates.
- 3 That the attached proposal includes allowances for all costs for the supply of goods (including, without limitation, direct and indirect costs, overhead, and profit) required to completely supply the goods described in the Proposal Document.
- 4 That, if awarded the services, the undersigned will enter into a contract which Company will prepare by inserting the information provided herewith by the undersigned into the Company form of contract (subject to any mutually agreed changes).
- 5 That the undersigned will commence Services according to Company's schedule requirements.

This offer to supply the products and/or perform the services shall not be revoked prior to one-hundred and twenty (120) days from the date of this letter and can be accepted by you prior to said date by notifying the undersigned in writing.

Very truly yours,

For and on behalf of: **(Starlight Airlines)**

Name: Jegar Haji Mohammed

Title: Operation Manager

Signature:

ATTACHMENT 2: EXCEPTIONS TO PROPOSED BID

Reference to proposal of “**ITT-TAQA-2021-0163**”, kindly note that Starlight Airlines has “**No exceptions are applicable**” to proposed bid.

No.	Article Reference	Original Wording	Modification/Clarification Request	TAQA Response

ATTACHMENT 3: Technical Questionnaire

1.0	Organisation Capability	Bidder Comments
1.1	Bidder has an existing organization with global coverage with clear roles and responsibilities of logistics (excluding customs brokers for this section). Bidder must provide organization chart with employees' CV and company establishment and registration on KRG.	Attached
1.2	Personnel and local content policy/plan: <ul style="list-style-type: none"> Bidder provides CVs of the proposed key logistics personnel. Bidder provides information on local content provisions. 	Attached (Mr. Jegar) -
1.3	Bidder provides information on proposed customs brokers which will operate in KRI, demonstrating they are licensed, comply with bidder's ABC requirements, are continuously scrutinized by bidder, have sufficient relevant experience, have at least 2 years' continuous experience working with bidder, provides CVs and provide valid custom clearance license for IBK.	Attached broker license, he has experience of more than 2 years in clearing oil & gas materials.
1.4	Main execution / project management office: Bidder provides information on origin offices (group entities, subsidiaries, partners, subcontractors, agents, etc.) show evidence of established working relationship with origin office of at least 2 years & provide Location Map or provide website link profile with hard copy. http://www.starlightairline.com ; https://starlmt.com	Starlight origin/ Main office in Sharjah-UAE below is website links:
2.0	Technical capability	
2.1	Experience of multimodal logistics (import / export) of oilfield goods and equipment's in the KRI: Emphasis on sea & Land right operations and dangerous goods. Knowledge of the routes to Atrush Block is essential. Bidder provides the last financial statement for the last three years related to sea & land freights, Sea & land freight shipment volume per 40' Trucks & low bed for the last 3 years.	We have done several shipments to Atrush block (please see attached some pics from projects we have had)
2.2	Bidder can provide and has experience in provision of full range of logistics and freight forwarding services, including but not limited to: <ul style="list-style-type: none"> route survey, how many surveys for the last 5 years? Bidder provides Evidence preparation of loading plan and other engineering documents packaging, re-packaging, cargo container stuffing, lashing & securing shipping out of gauge shipment, how many? with shipment details preparation and review of shipping documentation for completeness and correctness surveying and Marine Warranty Surveying 	- kindly see attached some pics for your record -
2.3	Bidder provides evidence of reporting systems (e.g., Shipment tracking, cost tracking, daily/weekly updates, shipment declaration report, regional situation monitoring) and functioning communication / feedback mechanism, bidder has GPS system in place for all the shipment.	Approved. Currently we have Contract of TTOPCO and doing weekly report updates.
2.4	Bidder provides evidence of international associated certificates such as, IATA, NAFL, ISO, DG Certificates , Airline Partnerships, International Association Memberships.	Attached Starlight is member of Link.

3.0	Anti Bribery & Corruption	
3.1	Anti-Bribery & Corruption Policy and Bidder have training program to ensure adherence to anti bribery and business ethics to their personnel	All Company staff should follow STARLIGHT BRIBERY POLICY (POLICY No. STR-002)
3.2	Bidder (or members of its organization) have been the subject of investigations by regulators in relation to corrupt or dishonest dealings	NO
3.3	Bidder does not have any history of insolvency	NO
4.0	HSE Capability	
4.1	Compliance: Does the bidder meet the requirements of local, state standards or regulations whilst in Kurdistan and in their own country? Bidder has a logistic procedure in place or has written stander.	YES
4.2	Conformance: Does the bidder meet the requirements of TAQA's OHSMS and the standards, to include the following: [Refer to separate tab for full list.]" HSSE Capability, Question 2"	YES
4.3	How many driver penalties were received in the last 12 months?	No Penalties were received in the last 12 Months.
4.4	<ul style="list-style-type: none"> How many materials damaged during the transportation have been recorded till now? How many insurances have been claimed for material damaged during the transportation? Bidder provides evidence and insurance policy for shipment value above \$1 million 	No damage occurred till now Only some small minor incidents. No Insurances have been claimed till now and please see attached Insurance copy.
5.0	HSE Capability, Question 2	
5.1	Conformance: Does the bidder meet the requirements of TAQA's OHSMS and the standards, to include the following: <ul style="list-style-type: none"> Company has a land transport management system. Does the bidder maintain a system of records in order to demonstrate the extent of compliance with its planned objectives and performance criteria have been met, e.g. Reports of inspections, audits, reviews and follow-up actions as part of an Audit plan? Investigation of incidents and follow-up actions Maintenance reports Training records; and security incidents Are detailed standards for driver qualifications and experience, driver training, vehicle operating procedures and maintenance requirements included in tender documentation? Are control and review mechanisms included in contracts? Do vehicle operating procedures define maximum driving hours, rest stops and work cycles? Is sub-contracting controlled within the main contract (if bidder works with a sub-contractor) Reversing policy Reversing alarms on all trucks/Vehicles 	YES YES YES YES YES YES YES YES Starlight works with SLB (Schlumberger) & weatherford Companies as Sub-contractor. YES

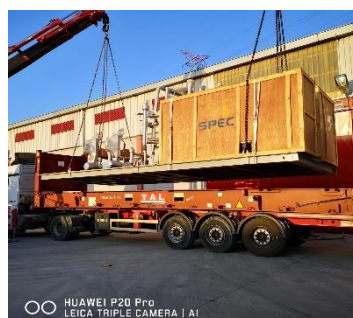
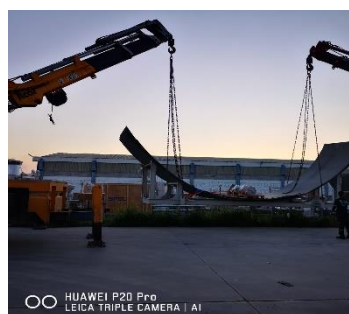
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Technical Capability-2.0/2.1/2.2

- **TAQA** // Moving multiple shipments to TAQA Atrush Block (below some pics of a movement ex USA to Atrush, pictures after blocking and bracing & while loading into container)



- **Gulf Keystone:** Moving 14 containers of OOG ex Jebel Ali to Sheikhan/Duhok (attached some pictures while lashing, loading/offloading, OT, FR & STD 40' containers are used in this project).



- **Oilserve** // Buying 35x 40' containers ex USA for more than 1500 items, doing materials packaging, securing /stuffing into containers then sea freighting them to Jebel Ali port & storing them at our JA warehouse (attached some pictures before and after packaging for your kind reference).



DNO // Moving 6 containers ex Jebel Ali to Tawke site (Below are some pictures upon loading /unloading for the reference)



ATTACHMENT 4: ANTI-BRIBERY & BUSINESS ETHICS QUESTIONNAIRE

No.	Questionnaire	BIDDER's Response/Actions	
		Tick (✓) as appropriate	Description, Type of Documents/ Evidence required to be submitted
1	Please describe your ownership structure including giving details of all ultimate owners of your business.		Sole Proprietorship- Mr. Giovanne Marseal (%100)
2	Please give details of the proposed contracting company entity and all directors (name, address, contact information, company registration number etc.).		Starlight Airlines Dream City Villa# 1176, Erbil-Iraq Attn: Mr. Jegar Mohammed Tel# 0751 810 3857 & 0750 144 7480 Registration# 2241 (attached)
3	Please explain how your organisation is funded and who provides the funding.		It is funded by investment funds of the owner's personal resources, As it is Sole.
4	Has your organisation been insolvent at any point during the last three years? If yes, please explain the history and current status.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
5	With regards to bribery or corruption or dishonest dealings, in the last 3 years have any external investigations been commenced in which your business, or any of its directors or owners (if privately owned) have been involved or implicated in or the subject of corrupt or dishonest dealings. If so, please provide details. Have you been required to disclose any corrupt dealings under relevant laws or stock exchange requirements? If so please provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
6	Is your organisation prepared to act in a manner consistent with TAQA's Business Principles and anti-corruption standards in the course of conducting activities relating to any proposed project with TAQA?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Checked.
7	Describe how your business ensures that it acts in a manner consistent with all applicable antibribery laws that apply to your business and how, in practice, you will manage the fraud, bribery and corruption risks associated with the proposed contract with TAQA?		All Staff are required to follow our STARLIGHT ANTI-CORRUPTION and BRIBERY POLICY (POLICY No. STR-002)
8	Please describe how your organisation manages and maintains good ethical conduct in its day-to-day activities? If it has any policies relating to ethical conduct, please provide a copy.		All Staff are required to follow our STARLIGHT ANTI-CORRUPTION and BRIBERY POLICY (POLICY No. STR-002)
9	How does your organisation ensure it is compliant with		All Staff are required to follow our STARLIGHT ANTI-CORRUPTION and

No.	Questionnaire	BIDDER's Response/Actions	
		Tick (✓) as appropriate	Description, Type of Documents/ Evidence required to be submitted
	applicable anti-bribery laws?		BRIBERY POLICY (POLICY No. STR-002)
10	How does your organisation make it clear to staff that bribery is not tolerated and will result in disciplinary action?		All Staff are required to follow our STARLIGHT ANTI-CORRUPTION and BRIBERY POLICY (POLICY No. STR-002)"
11	The UK government considers a facilitation payment (where TAQA or anyone acting on TAQA's behalf makes a payment to speed up an administrative process where the outcome is already, or should be, predetermined) to be bribery and therefore illegal. Does your organisation agree never to make facilitation payments in connection with any dealings with, on behalf of, or related to TAQA?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
12	Does your organisation have any affiliations with any political groups or parties, for example, does it ever make political donations? If yes, please give detail.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
13	<p>A) Do you employ agents or intermediaries¹ for the proposed relationship with TAQA? If so, who, and for what purposes?</p> <p>B) Do you conduct due diligence on all prospective agents or intermediaries? If so, please explain the process used.</p> <p>C) Do you place anti-corruption clauses in all contracts with agents and intermediaries?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
14	Does your organisation employ, directly or indirectly, any public official (or person connected by a family or business relationship to a public official) in a position of influence? By "position of influence" we mean any person who by their title or role is able to influence decisions or strategy, or otherwise affect TAQA business (which includes the project), or who by their title or role is able to benefit from TAQA business. If yes, please provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

No.	Questionnaire	BIDDER's Response/Actions	
		Tick (✓) as appropriate	Description, Type of Documents/ Evidence required to be submitted
15	Does your organisation ever provide hospitality or travel expenses to public officials or any of their family members? If yes, please explain the circumstances	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Checked.
16	Is whistleblowing encouraged within your organization, and are whistleblowers afforded adequate protection from reprisal for reporting evidence of corruption, in both law and practice?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Checked.
17	Is there evidence that breaches of your organization's Code of Conduct are effectively addressed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Checked.
18	Does anti-corruption training take place at your organization? If so, how frequently and which members of your organization partake?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	We are conducting every 6 months in all departments.
19	Are there effective measures in place to discourage facilitation payments? If yes, please describe.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Checked. Measures are stated in our Anti Bribery Policy (POLICY No. STR-002)
20	What sanctions are used to punish the corrupt activities of members of your organization?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Checked. Sanctions are are stated in our Anti Bribery Policy (POLICY No. STR-002)
21	Is "petty cash" available for use by members or your organization? If yes, are any protective measures in place to ensure that it is used lawfully and ethically?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Checked. There is no Petty cash available for use by members.