



PETROVIETNAM EXPLORATION PRODUCTION CORPORATION LTD.  
**HO CHI MINH BRANCH (PVEP-HCM)**

Office: 21<sup>st</sup> Floor, Victory Tower,  
12 Tan Trao Street, Tan My Ward  
Ho Chi Minh City, S.R. of Vietnam

Tel: +84 28 5412 2133  
Fax: +84 28 5413 3144  
Email: [pvep.hcm@pvep.com.vn](mailto:pvep.hcm@pvep.com.vn)

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**FACSIMILE TRANSMISSION**

To: WHOM IT MAY CONCERN

Fax:

Ref. No.: ...../ PVEP-HCM-PRO

Date: ..... May, 2026

No. of page(s) (*including this cover sheet*): 03

Subject: Invitation to Bid (“ITB”)

Title: Provision of Maintenance Services for ICSS and Process Control Systems  
for TL-DD WHPs, Blocks 01/97&02/97, Offshore Vietnam

ITB No.: PVEP-HCM/OPE/2026-061

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*If you have not received full text of this fax, please contact our telephone number: (+84) 28 3622 3274*

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Dear Sir/Madam,

PETROVIETNAM EXPLORATION PRODUCTION CORPORATION LTD. - HO CHI MINH CITY BRANCH (hereinafter referred to as “PVEP-HCM” or “COMPANY”), intends to issue an invitation to your organization (hereinafter referred to as “BIDDER”) to prepare and submit its proposals for the Provision of Maintenance Services for ICSS and Process Control Systems for TL-DD WHPs, Blocks 01/97&02/97, Offshore Vietnam (“Work/Services”) to support operation of Blocks 01/97&02/97, in accordance with the requirements set out in the attached Invitation to Bid (ITB) Documents.

To access full Documents for the Tender No. PVEP-HCM/OPE/2026-061, BIDDER shall complete Attachment 01 - Confidentiality Undertaking attached herewith and signed/certified by its duly authorized and sent to Ms. Dang Thuy Chi ([chidt@pvep.com.vn](mailto:chidt@pvep.com.vn)) and Cc [binhnt@pvep.com.vn](mailto:binhnt@pvep.com.vn).

If interested, the BIDDER shall submit its proposal in sealed envelope(s) in accordance with the ITB instructions, and deliver it by courier or by hand to the COMPANY at the following address:

PETROVIETNAM EXPLORATION PRODUCTION CORPORATION LTD. - HO CHI MINH CITY BRANCH (PVEP-HCM)

Operating Address: 16<sup>th</sup> Floor, Cobi I Tower, 05 Hoang Van Thai Street, Tan My Ward,  
Ho Chi Minh City, Vietnam

Tender No.: PVEP-HCM/OPE/2026-061

Tel: + (84-28) 3622 3274

Fax: + (84-28) 3622 3275

BIDDER's proposals must be submitted to COMPANY's address as stated above by **15:00hrs (Vietnamese Time, GMT+7) on 28 May, 2026** (the "Bid Closing Date"). COMPANY will not entertain any proposals submitted after the said time.

The Bid Proposal received after Bid Closing Date or submission via telex, facsimile and/or e-mail will be disqualified.

The validity of BIDDER's proposals shall be **ninety (90) calendar days** from the Bid Closing Date.

All times and expenses incurred by the BIDDER in connection with the preparation and submission of its proposal shall be borne solely by the BIDDER and shall not be reimbursed by the COMPANY.

The COMPANY reserves the right, at its sole discretion, to accept or reject any proposal, in whole or in part, and to award the contract accordingly. The COMPANY shall not be obligated to provide any reason for the acceptance or rejection of any proposal or for the award decision.

Should the BIDDER require any clarification regarding this Invitation or the attached documents, the BIDDER may submit its queries by fax or email prior to the Bid Closing Date, in accordance with the instructions set out in the ITB.

Thank you for your cooperation and look forward to your proposal.

Yours Sincerely,

**Vu Viet Hung**  
**Director, PVEP - HCM**

***Recipient:***

- As above;
- Filed to: VT (chidt, 01b).

***Attachment:***

- Attachment 01 - Confidentiality Undertaking (01 page)

**ATTACHMENT 01**  
**CONFIDENTIALITY UNDERTAKING**

Date: \_\_\_\_\_  
 Bidder Ref. No.: \_\_\_\_\_

**Attn. : Mr. Vu Viet Hung – Director of PVEP-HCM**  
**Fax : + 84 28 3622 3275**

**Subject : Provision of Maintenance Services for ICSS and Process Control Systems  
 for TL-DD WHPs, Blocks 01/97&02/97, Offshore Vietnam**

**ITB No. : PVEP-HCM/OPE/2026-061**

☐ WE ACKNOWLEDGE RECEIPT OF THE BID INVITATION LETTER OF  
 THE SUBJECT ITB AND ASK FOR FULL ITB DOCUMENTS FROM  
 COMPANY BY SENDING US VIA EMAIL TO:

..... (Bidder to advise receiving email address)

Once received the ITB Documents, as undersigned, we confirm that we agree to treat the ITB Documents (and any subsequent information provided to us) as confidential and proprietary information. We hereby also confirm that we will use ITB Documents for the purpose of preparing our proposals only. We will not use ITB Documents for any other purpose without the prior written consent of COMPANY.

If requested by COMPANY, we will dispose / return all copies of the ITB Documents to COMPANY without any delay.

**Contact information**

Bidder Name: .....  
 Name of Single Point of Contact .....  
 Facsimile Number .....  
 Telephone Number .....  
 Email address .....  
 Postal Address .....  
 .....

Yours faithfully

.....  
 (For and on behalf of \_\_\_\_\_)

Email To: [chidt@pvep.com.vn](mailto:chidt@pvep.com.vn)  
 Copy email: [binhnt@pvep.com.vn](mailto:binhnt@pvep.com.vn);