



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

Office: 21st 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

FACSIMILE TRANSMISSION

To: WHOM IT MAY CONCERN

Fax:

Ref. No.:/ PVEP-HCM-PRO

Date: March, 2026

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

Subject: Request for Proposal (“RFP”)

Title: Provision of **Car Rental** Services for Blocks 01/97&02/97 and Blocks 01/10 & 02/10

RFP No.: PVEP-HCM/HRA/2026-033

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

Dear Sir/Madam,

PETROVIETNAM EXPLORATION PRODUCTION CORPORATION LTD. - HO CHI MINH 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 Car Rental Services for Blocks 01/97&02/97 and Blocks 01/10 & 02/10** (“Services”) (RFP No. PVEP-HCM/HRA/2026-033 to support operation of Blocks 01/97&02/97 and Blocks 01/10 & 02/10.

To access full Documents for the Tender No. PVEP-HCM/HRA/2026-033, BIDDER shall complete Attachment 01 - Confidentiality Undertaking attached herewith and signed/certified by its duly authorized and sent to Mr. Do Mai Long (longdm@pvep.com.vn) and Cc binhnt@pvep.com.vn.

If interested, BIDDER is to submit its proposals in **sealed envelopes** as instructed in the ITB and delivered by courier service or by hand to COMPANY at the following address:

PETROVIETNAM EXPLORATION PRODUCTION CORPORATION LTD. - HO CHI MINH BRANCH

16th Floor, Cobi I Tower, 05 Hoang Van Thai Street, Tan My Ward, Ho Chi Minh City, Vietnam

Attention: Mr. Vu Viet Hung – Director of PVEP-HCM

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 30 March 2026 “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 **sixty (60) calendar days** from the Bid Closing Date.

All time and expense incurred by the Bidder in this RFP are the responsibility of the Bidder and will not be reimbursed by the COMPANY.

COMPANY reserves the right to accept or reject any, all, or part of Proposal, and to award contract in whole or in part for the [Provision of Car Rental Services for Blocks 01/97&02/97 and Blocks 01/10 & 02/10](#) to the Bidder submitting the most competitive proposal at its own discretion. Thus, COMPANY shall be under no obligation to explain the reason(s) for its acceptance or rejection of any proposals or award of the contract(s).

Should BIDDER require any clarifications in connection with this invitation and/or the attached documents, BIDDER may forward its queries by fax or email before the Bid Closing Date to the addresses and email as instructed in the RFP.

Thank you very much for your kind co-operation and look forward to your response.

Yours faithfully,

Mr. Vu Viet Hung
Director, PVEP - HCM

Recipient:

- As above;
- Filed to: VT (longdm, 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 : RFP for Provision of Car Rental Services for Blocks 01/97&02/97 and Blocks 01/10 & 02/10

RFP No. : PVEP-HCM/HRA/2026-033

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

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

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

If requested by COMPANY, we will dispose / return all copies of the RFP 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: longdm@pvep.com.vn
Copy email: binhnt@pvep.com.vn;