

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

CONSULTING SERVICES FOR RESTRUCTURE DATA, INFORMATION, KNOWLEDGE AND DOCUMENT MANAGEMENT SYSTEM PROJECT

1. Introduction

Staatsolie Maatschappij Suriname N.V. ("Staatsolie") hereby invites eligible Professional Services Firms ("Firms") to submit Expressions of Interest (Eoi) to prequalify for the provision of consultancy services to help restructure its systems for managing data, information, knowledge, and documents within the defined scope, thereby ensuring efficient and secure access.

2. Project Overview

Staatsolie manages large volumes of information assets including data, information, knowledge, and documents across multiple business domains. These information assets are generated and exchanged by various internal and external stakeholders throughout the lifecycle of offshore activities and related business processes. Currently, these information assets are distributed across multiple systems, including databases, SharePoint environments, network folders, personal storage locations, and informal communication channels.

Key challenges include:

- Data silos across departments and systems;
- Lack of standardized processes and procedures;
- Inconsistent classification and metadata practices;
- Duplicate and conflicting information;
- Limited knowledge capture and retention;
- Inefficient information retrieval;
- Reduced collaboration between teams;
- Compliance and audit risks; and
- Dependence on individual knowledge holders.

Project Objective

Restructure the system for managing data, information, knowledge, and documents within the defined scope, ensuring that all relevant Staatsolie users have efficient and secure access.

The system includes a technological platform, processes & procedures, and the assigned team to support and engage Staatsolie personnel, ensuring effective adoption.

Project Scope

The scope of this project includes Data Management, Information Management, Knowledge Management, and Document Management activities across the following business domains:

- Geotechnical
- Financial
- Commercial
- Engineering
- Production Sharing Contract (PSC) Management

3. Scope of Services

The selected Firm will provide multidisciplinary professional services to support Staatsolie in restructuring its systems for managing data, information, knowledge, and documents. The services shall include, but not be limited to:

➤ **Data Governance & Information Architecture**

- Conduct an enterprise-wide assessment and inventory of existing data, information, and knowledge repositories, and develop a high-level information architecture mapping flows from acquisition to knowledge creation.
- Define taxonomy, metadata standards, classification rules, information management standards, and access management principles, including roles and responsibilities.
- Develop Standard Operating Procedures (SOPs) for data classification, storage and knowledge capture.

➤ **Solution Study & Technology Advisory**

- Assess existing systems and information repositories, and identify opportunities to improve integration, accessibility, and searchability of information assets.
- Define functional and technical requirements aligned with future-state needs.
- Recommend technology solutions and implementation approaches and provide technology advisory services to support subsequent implementation phases.

➤ **Technology Implementation Support**

- Support the selected technology vendor during installation and configuration by providing requirements, business rules, and all relevant inputs to ensure correct deployment and configuration in line with defined processes, taxonomy, and metadata standards.

➤ **Change Management & Capability Building**

- Develop stakeholder engagement and communication approaches, and design and deliver awareness campaigns.
- Develop and deliver role-based training programs that promote Data Governance, metadata management, and document control practices.
- Support knowledge transfer, organizational capability development, and recommend mechanisms to sustain user adoption and continuous improvement.

4. Minimum Prequalification Requirements

Interested Firms need to have:

- Minimum five (5) years of relevant experience in projects involving Data Governance, Information Management, Knowledge Management and Document Management;
- Proven experience in designing and implementing data governance models, policies, standards, and operating models;
- Proven experience in change management, stakeholder engagement, communication, and role-based training programs;
- Proven experience within the Oil and Gas industry.

5. Submission Information

- Submission Deadline: August 25, 2026
- Submission Method: Website - [Click here](#)

All submissions and communications shall be in English.