



SEOI Guidance for Suppliers

SEOI Key Requirements

- These are SEOI key requirements that Suppliers shall understand and follow:
 - Suppliers interested in doing business with TCO shall provide SEOI by submitting an [SEOI Web Form](#) through the SEOI web tool on the TCO external website
 - SEOI shall not be construed as a commitment on the part of TCO, nor shall it entitle any supplier to make any claims whatsoever, and/or seek any indemnity from TCO and/or any of its Partners, by virtue of such supplier expressing its interest
 - All expenses incurred in preparing and maintaining SEOI shall be borne solely by the supplier
 - TCO reserves the right to reject any SEOI Web Form and deactivate SEOI Supplier Profile for reasons solely within TCO discretion
 - It is important to keep SEOI Username, password and e-mail address in a secure place
 - SEOI shall be submitted by a Supplier Authorized Representative



SEOI Guidance for Suppliers

Create SEOI Account

- Go to the SEOI web tool using the following link: [Supplier Expression of Interest Home Page](#) in order to start your SEOI account creation
- Click on and read thoroughly and carefully the [SEOI Instructions](#) prior to your SEOI account creation. **Failure to comply with the SEOI Instructions may result in the rejection of your submitted SEOI Web Form.**

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SUPPLIER EXPRESSION OF INTEREST (SEOI)

Suppliers interested in doing business with TCO shall provide a Supplier Expression of Interest (SEOI) by submitting a [SEOI Web Form](#) through the SEOI web tool on the TCO external website.

The "TCO Way" is the method by which TCO engages its suppliers to focus on safety performance, reliability, and competitive pricing while working to develop Kazakhstani suppliers and workforce.

With the SEOI web tool TCO and Suppliers will be able to communicate on a single platform with the following advantages:

- Suppliers can express their interest to work with TCO by submitting a SEOI Web Form
- Suppliers will be able to update and maintain their own SEOI Profile created on the TCO SEOI web platform

Prior to submission of SEOI Web Form Supplier shall:

- Read the [SEOI Instructions](#) and requirements thoroughly and carefully;
- Sign and scan required supporting documents;
- Enter and attach the required Supplier documents and information in the SEOI Web Form;
- Complete the SEOI Web Form submission to TCO by selecting the "Submit" button.

Please note SEOI is not an invitation to a tender.

Supplier Expression of Interest (SEOI) shall not be construed as a commitment on the part of TCO, nor shall it entitle any supplier to make any claims whatsoever, and/or seek any indemnity from TCO and/or any of its partners, by virtue of such supplier expressing its interest.

All expenses incurred in preparing and maintaining the supplier's expression of interest shall be borne solely by the supplier.

Username *

Password *

Remember me

Log in

[Forgot password?](#)

[Create SEOI Account](#)

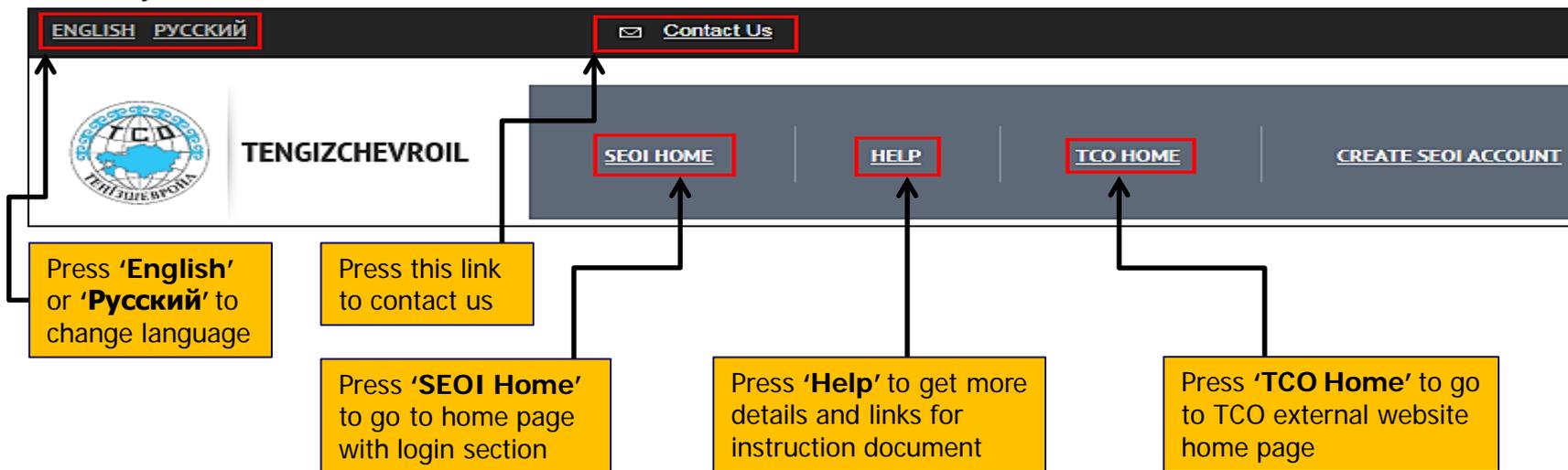
Click on the link
Read **SEOI Instructions to Suppliers**



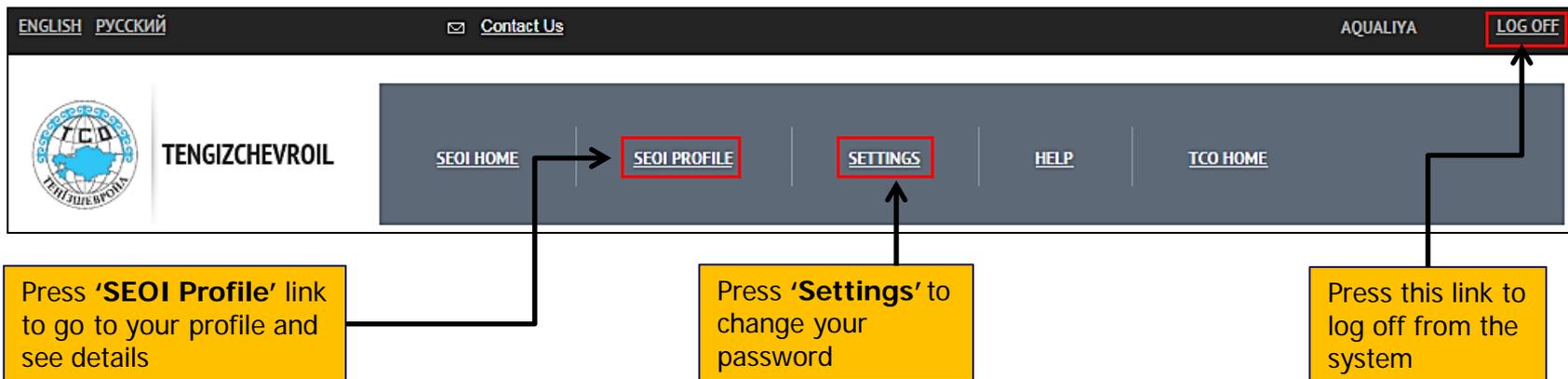
SEOI Guidance for Suppliers

SEOI Headers

- The below header is displayed, when a Supplier is **not logged-in** into the system



- The below header is displayed, when a Supplier is **logged-in** into the system





SEOI Guidance for Suppliers

Create SEOI Account

- To create your SEOI account click on [Create SEOI Account](#) (two ways shown below)

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SUPPLIER EXPRESSION OF INTEREST (SEOI)

Suppliers interested in doing business with TCO shall provide a Supplier Expression of Interest (SEOI) by submitting a [SEOI Web Form](#) through the SEOI web tool on the TCO external website.

The "TCO Way" is the method by which TCO engages its suppliers to focus on safety performance, reliability, and competitive pricing while working to develop Kazakhstani suppliers and workforce.

With the SEOI web tool TCO and Suppliers will be able to communicate on a single platform with the following advantages:

- Suppliers can express their interest to work with TCO by submitting a SEOI Web Form
- Suppliers will be able to update and maintain their own SEOI Profile created on the TCO SEOI web platform

Prior to submission of SEOI Web Form Supplier shall:

1. Read the [SEOI Instructions](#) and requirements thoroughly and carefully;
2. Sign and scan required supporting documents;
3. Enter and attach the required Supplier documents and information in the SEOI Web Form;
4. Complete the SEOI Web Form submission to TCO by selecting the 'Submit' button.

Please note SEOI is not an invitation to a tender.

Supplier Expression of Interest (SEOI) shall not be construed as a commitment on the part of TCO, nor shall it entitle any supplier to make any claims whatsoever, and/or seek any indemnity from TCO and/or any of its partners, by virtue of such supplier expressing its interest.

All expenses incurred in preparing and maintaining the supplier's expression of interest shall be borne solely by the supplier.

Username *

Password *

Remember me

[Log in](#)

[Forgot password?](#)

[Create SEOI Account](#)

Press the link to create SEOI account



SEOI Guidance for Suppliers

Create SEOI Account

- [User Acknowledgement and Confidentiality Agreement](#) shall be read, understood and accepted by selecting '**Accept**' in order to create your SEOI account

11. Applicable Terms to "SEOI Users".

If User's assigned User Name(s) and granted access are intended for SEOI, the following also applies:

11.1 User's Agreement. In consideration of the opportunity to express interest to do business with TCO within the Tengizchevroil System, User, by clicking "I accept all terms and conditions", agrees to the following terms and conditions with Tengizchevroil LLP ("TCO"):

- (i) **Supplier Expression of Interest (hereinafter "SEOI").** Prior to submitting supplier's expression of interest to which it has been given access by Tengizchevroil, User has received, read, understood and agrees to the terms and conditions.
- (ii) **SEOI Web Form.** User acknowledges that any SEOI Web Form it submits through SEOI web tool within the TCO external website is legally valid and binding on User. User agrees that any SEOI Web Form it submits through SEOI web tool within the TCO external website is firm until accepted or rejected by Tengizchevroil. User agrees that it will only submit SEOI Web Form and/or any changes to the Web Form through SEOI web tool within the TCO external website and will not submit SEOI Web Form and/or any changes to the Web Form to Tengizchevroil via any other mechanism, unless requested to do so in writing by Tengizchevroil. User understands Tengizchevroil has the absolute right, in its discretion, to accept submitted SEOI Web Form or not to accept SEOI Web Form, or to cancel or postpone any SEOI Web Form submission, at any time with or without cause or notice.
- (iii) **Data Privacy Notice.** Prior to submitting supplier's expression of interest to which it has been given access by Tengizchevroil, User has received, read, understood and agrees to process personal data to be used by a TCO authorized official for the purpose of acceptance of the submitted SEOI Web Form by User. Be aware that submitted personal data will be sent to appropriate departments within TCO with the purpose of verifying supplier's capabilities. To review and correct the submitted personal data, please contact TCO SEOI team. User may not provide personal data; in such case TCO reserves the right to reject User's SEOI Web Form.
- (iv) **General.** The requirements for any submitted SEOI Web Forms are detailed in the enclosed SEOI Instructions document. Should User decide to submit SEOI Web Form, all costs associated with the submission of SEOI Web Form and/or changes to it (including all costs relating to document preparation) shall always be for User own account without any claim upon TCO. TCO reserves the right to add, delete, modify or amend any part of the SEOI web tool and SEOI Web Form, with all such changes being transmitted to Users, when needed. TCO shall also have the right to decide not to accept SEOI Web Form submitted by User(s) and/or reject any and all SEOI Web Forms for any reason whatsoever, without stating any reason and with no further obligation whatsoever on the part of TCO.

12. Survival.

The terms and conditions of this User Acknowledgment Agreement survive termination or completion of SEOI web tool within the TCO external website.

End of the User Acknowledgment and Confidentiality Agreement

Accept

Do not Accept

Press '**Accept**'
button to continue



SEOI Guidance for Suppliers

Create SEOI Account

- Create SEOI Username and password to enable login to your SEOI account.

Note:

- Username and Password shall be for the Supplier use only and shall be remembered by Supplier as the system does not allow any changes to these fields after the Username and Password have been confirmed.
- The Username, password and Email shall not belong to an individual and shall not be used by the individual.

Create SEOI Account

Account

Username *
Имя пользователя ⓘ
⚠ Username cannot be changed after registration

Password *
Пароль ⓘ

Password confirmation *
Подтверждение пароля

Email *
Электронный адрес ⓘ
⚠ Email cannot be changed after registration

Supplier

Legal Entity Name and Type *
English text --- Select --- ⓘ
⚠ Legal Entity Name and Type cannot be changed after registration

Тип и название юридического лица
--- Select --- Русский текст ⓘ
⚠ Вы не сможете изменить тип и название юридического лица после регистрации

Country of Registration *
Страна регистрации --- Select --- ⓘ

Security Check

Enter symbols *
Введите символы  ⓘ

Register New Supplier

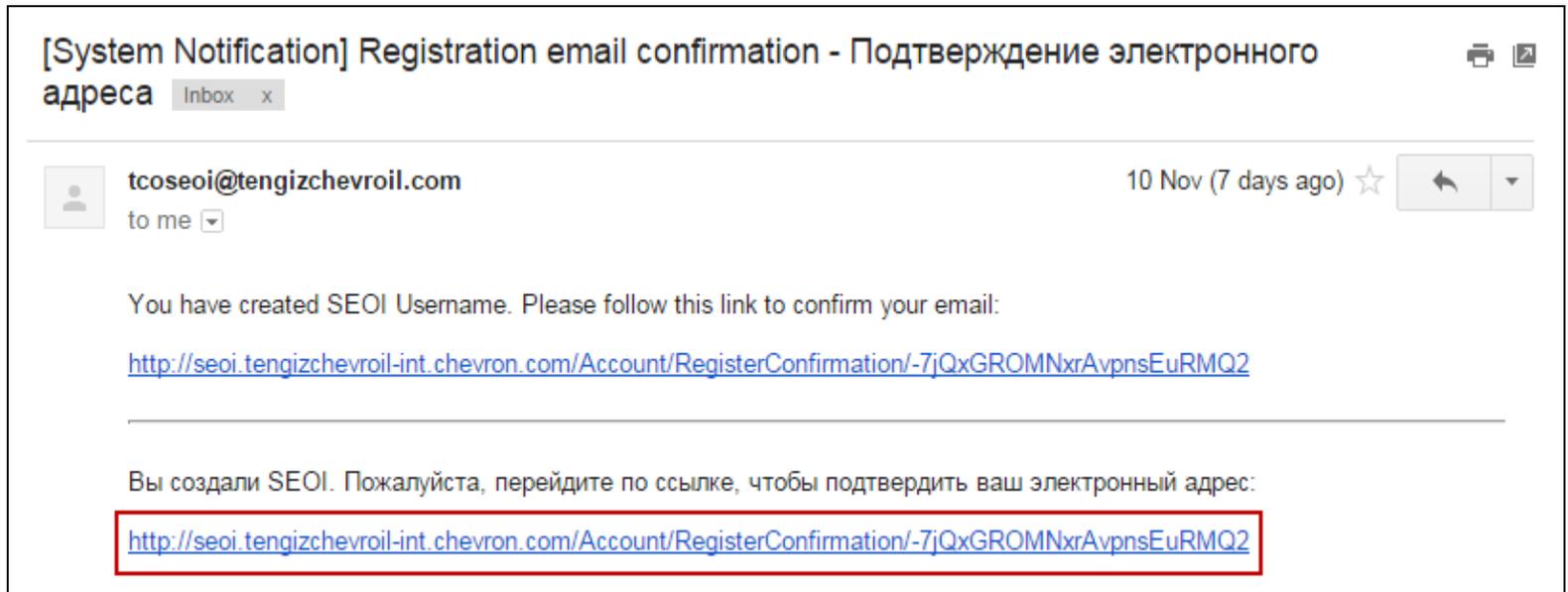
Complete all required fields and press 'Register New Supplier' button



SEOI Guidance for Suppliers

Create SEOI Account

- You will receive a system notification confirming the Username, password and Email sent to the email address
- Follow the link in the email and enter your credentials to log into the system



Follow the link to confirm your email



SEOI Guidance for Suppliers

Forgot Password to SEOI Account

To reset password click on 'Forgot password' link

Username *

Password *

Remember me

Log in

Forgot password?

[Create SEOI Account](#)

Enter email address that was used for registration

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Forgot password?

Please enter your e-mail to reset password

Email *

Reset password

[Create SEOI Account](#)

Password reset instructions are sent to your email

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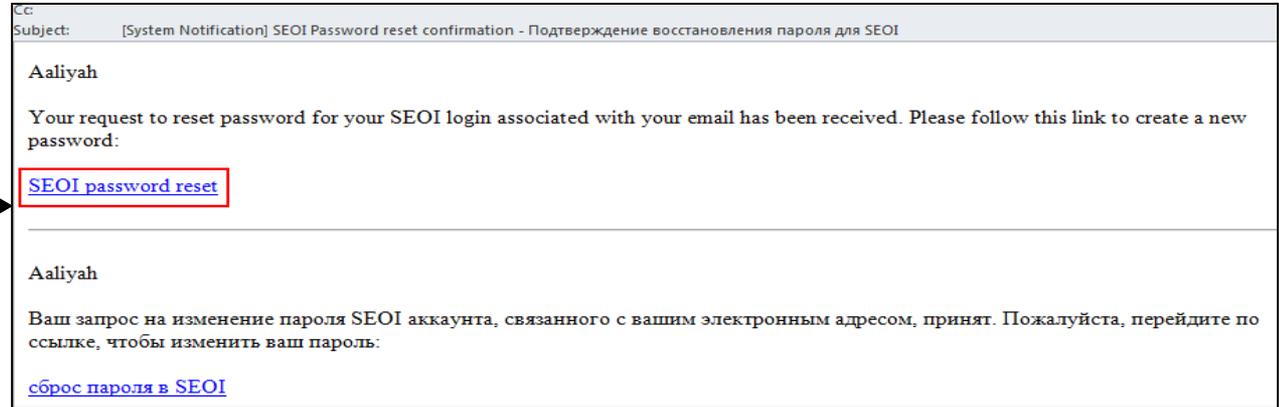
Password reset instructions were sent to your email.



SEOI Guidance for Suppliers

Forgot Password to SEOI Account

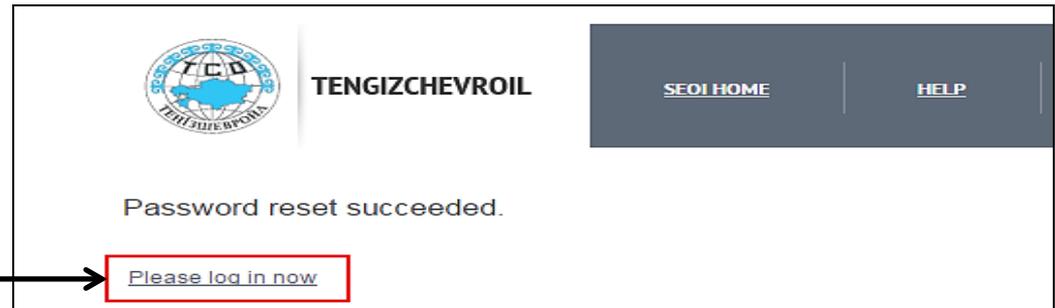
Click on 'SEOI password reset' link



Enter new password and confirmation and press 'Set password' button



Press the link to login





SEOI Guidance for Suppliers

Q&A



If you have any questions/comments, please direct them to TCOSEOI@tengizchevroil.com.