



Licensing Bid Round Portal User Guide

THIS GUIDE PROVIDES A STEP-BY-STEP WALKTHROUGH TO HELP YOU SUCCESSFULLY REGISTER ON THE PORTAL AND ACCESS THE VIRTUAL DATA ROOM (VDR).





1. Introduction:

Whether you are a new user or need a refresher, this manual ensures a seamless experience in navigating the platform.

The portal registration section will guide you through creating an account, verifying your credentials, and accessing bid round information. Once registered, the virtual data room (VDR) section will explain how to access confidential documents, manage permissions, and utilize key features for secure collaboration.

Follow the steps carefully to ensure a smooth onboarding process.

2. Contents

- 1. Portal Process Guidelines
- 2. VDR Access Guidelines

3. User Roles and Access:

This section defines the different types of users on the **Libya Licensing Bid Round Portal**, their permissions, and how access is managed.

Role	Description	Permissions
General User (Public)	Any visitor who accesses the portal before registering.	View general information about the bid round.Access public announcements and news.
Registered User (Bidder Applicant)	Users who have created an account and submitted a qualification request.	 Fill out and submit the Bidder Qualification Form. Upload required documents. Track application status. Receive system notifications.
Qualified Bidder	Users approved by NOC Libya to participate in the bid round.	 Access the Virtual Data Room (VDR). Download bid documents. Submit bids. Communicate directly with NOC Libya.





1. Portal Process Guidelines

Step 1: Visit the NOC Libya Bid Round Website

- 1. Type www.nocbr.ly on your web browser.
- 2. You will be directed to the homepage of the NOC Libya licensing bid round portal.



Step 2: Access Basic Information

- 1. On the homepage, you will find an overview of the bid round process.
- Click on the "Summary Brochure" button to download and review the key details.







Step 3: Register on the Portal

- 1. Locate the Register button on the Homepage of the website and click on it.
- 2. Fill in the information and click Submit to create your account.

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Step 4: Email verification and Logging in

- 1. Check your registered email inbox for an email from NOC, which will approve the eligible users and give login credentials.
- 2. Go back to the www.nocbr.ly website.
- 3. Log in to access the portal.

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Step 5: Access Detailed Information

- 1. After logging in, you will land on General Criteria for Participation page.
- 2. Here, you will find:
 - General participation criteria
 - Key dates and deadlines
 - The full bid round brochure and other documents



Step 6: Explore the Interactive Map

- 1. Navigate to the Interactive Map in NOC Bid Round Section.
- 2. Use the map to view all available areas for bidding.
- 3. Click on each area to see detailed information.







Step 7: Familiarize Yourself with the Qualification Criteria

- 1. Read the qualification guidelines available in the portal.
- 2. Ensure your company meets all the requirements before proceeding with document submission.

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Step 8: Apply to Become a Qualified Bidder

- 1. In General Criteria for Participation, click on "Access Now" to start the process of becoming a qualified bidder.
- 2. Upload the required documents for NOC to review your Request.

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Libya	Upload your corporate and legal documents in ZIP format. Ensure all legal compliance documents are included.	Upload your financial statements and related documents in ZIP format. Include all necessary financial disclosures.	Ig
ductio	1. Commercial registration certificate in the country of registration	1. Financial statement of accounts (audited) for the past 3 years	
	2. Articles of association and bylaws	2. Annual activities report for the past 3 years	with
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esent		as operating expenditures to revenues, current assets to current liability and debt to equity etc.	ctivitie
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	Technical Documents	QHSE Documents	
	Upload your technical documents in ZIP format. Include all technical specifications and project details.	Upload your Quality, Health, Safety, and Environment documents in ZIP format. Ensure all QHSE certifications are included.	
	 That its share of recoverable proved reserves (Developed and Undeveloped) must not be less than 250 million Barrels of Oil Equivalent (2P Reserves - End 	1. QHSE policy statement(s) Established and implemented QHSE in all E&P Chain 2. Certified report shows QHSE results for the last 3 years	
eai	2024) 2. That its share of daily production must not be less than 25,000 Barrell of Oil		
k here	Equivalent per day (end 2024)	Upload ZIP file Max 10MB allowed	
proce	3. Technical and Financial capabilities to undertake exploration and production		
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2. VDR Access Guidelines

Step 8: VDR Credentials

- 1. NOC will provide all qualified companies the option to access Bid Round information through the Virtual Data Room (VDR) hosted on Halliburton's iEnergy platform.
- 2. Companies must first make the payment using the bank details provided on the website to gain access to the VDR data.

Step 9: Accessing the VDR

- 1. Click on the VDR access link from the Bid Round Portal, or here: <u>https://login.ienergycloud.solutions/</u>
- 2. Scroll down and click on the "Create an Account" link.
- 3. Once you submit your request, you will receive an email with instructions how to sign in for the first time.

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Step 10: VDR Sign in for the first time

- 1. Once you receive an email confirm the creation of your account. The email also includes instructions on how to sign in for the first time.
- 2. Click on the login link provided in the email, <u>https://login.ienergycloud.solutions/</u>.
- 3. You will be directed to the Sign In page. Enter the already registered email id. Click on Next.
- You will be routed to the next page where the password needs to be entered Password is received on registered email post-sign-up request approval Click on Sign In.





Step 11: Set Up MFA Page

- 1. You will be routed to **Set Up MFA** page.
- 2. Choose any one out of Okta and Google Authenticator.
- 3. Click on Setup under Okta Verify.
- 4. The user should get routed to the Setup Okta Verify page.
- 5. Choose the device type (android or iPhone) accordingly.



- 6. Scan the QR code from the Okta Verify Application
 - Okta verifies/ Google authenticator app can be downloaded from Play store.
 - Click on '+ 'on the top right of the Okta verify app in mobile device.
 - Choose between the organization and the other.
 - Click On Scan a QR code and scan the QR Code appearing on sign in screen.



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- 7. Once scanned, the added account will be reflected in the user's device.
 - Click on DONE.
 - Click on the finish button.

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- 8. You will be redirected to the solution access page, click on the request access button.
 - Terms and conditions will be displayed.
 - Check the terms and condition box.
 - Click on the Accept button.

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Step 12: Launching the Amazon Workspaces Client

- 1. Once clicked on open, the Amazon Workspace Client will be launched.
- 2. Go back to the email that contains the log in credentials.

Dear User,
Your Virtual Dataroom Geosciences application is ready for use in eu-west-1 region.
Use the following registration code in Amazon Workspace Client:
wsdub+ABNK2Z
Login into the Workspace client with Virtual Data Room credentials. You must use Username (not email
address).
Your application is ready to use. Click here to get started.
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- 3. Enter the password and MFA code.
- 4. You can enter the OKTA/Google authentication code or simply type "PUSH" on the MFA code field. Click on Sign In button.
- 5. You will receive the push notification on your configured device, approve the push request.

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Please log in with your WorkSpaces credentials	
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Sign In	
	Access your DecisionSpace® 365 Apps anywhere, anythine from any device
Keep me logged in	Copyright® 2022 Halliburton, All Rights
Change Registration Code	Reserved. Forgot password? <u>Click here</u> .





- 6. The start of the workspace page will display, having the username and registration code information.
- 7. The homepage will be displayed.
- 8. Once your desktop is open, head to OpenWorks / DecisionSpace Application and opened you will be asked to enter the application's username and password. These are sent to you in a separate email.

Please use the following credential to login to OpenWorks:

Username:

Password:

The above credentials are intended to be used for OpenWorks application when logged into the work-

space. These credentials must NOT be used to login into Workspace Client.

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Note: You can also launch the application from the My Application page, by following the above-listed procedure.