



Cargo clearance Information Sheet

Ref Number: FNK-I/IUL/2022/126

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Issued By:

Fenaka Corporation limited

Male', Maldives

Section I: Instruction to Bidders

A. General	
1. Scope of Bid	<p>1.1 Fenaka Corporation Limited requests quotations for Cargo clearance imported from abroad for the purposes of this company, by contractor own</p> <p>1.2 It is in Fenaka Corporation Limited's discretion to cancel the bid invitation mentioned in 1.1 at any time.</p>
B. Preparation of the Bid	
2. Bid Prices	<p>2.1 Quotation should be as per price form mentioned in section 2</p> <p>2.2 GST price should be indicated separately</p>
4. Currency	4.1 The bidder shall quote entirely in Maldivian Rufiyaa
5. Alternative Bids	5.1 Bidders can submit a maximum of two (2) options
6. Validity of Bids	6.1 Quotation shall remain valid for minimum sixty (60) days from the date of bid opening
7. Documents Comprising the Bid	<p>7.1 Quotation (As per Price form)</p> <p>7.2 One Original set and one copy set of the bid</p> <p>7.3 One (1) compact disc with original bid document scanned and written.</p> <p>7.4 Duration in days (Inclusive of public holidays)</p> <p>7.5 Details of the company</p> <ul style="list-style-type: none"> - Company profile/background - Company registration certificate - GST registration certificate (for local bidders only) - TAX clearance report (6 months validity) - Contact details (name, designation, mobile number and e-mail address) <p>7.6 If proposal is submitted by local investment / sole proprietors</p> <ul style="list-style-type: none"> - National ID card copy - Registration copy of local investment / sole proprietors - Team Detail - Contact details (name, designation, mobile number and e-mail address)

	<p>7.7 Experience letters, if available</p> <ul style="list-style-type: none"> - Letters within past five (5) years - Relevant experience letters - Letters with project name and value <p>7.8 Bids lacking the documents above are subjected to be rejected during the bid opening</p>
8. Format of Bid	<p>8.1 The Bidder shall submit two (2) sets of the bid document (1 original and 1 copy), enclosed separately in two envelopes, and sealed with company stamp</p> <p>8.2 All pages of the bid document shall be stamped and bound properly.</p> <p>8.3 CD should be enclosed in separate envelop along with label</p>
C. Bid Submission	
9. Sealing and Marking Bid Document	<p>9.1 The bid document shall be sealed properly in an envelope clearly marked 'ORIGINAL' or 'COPY', with the name of the company and the tender reference number (FNK-I/IUL/2023/126)</p>
10. Bid Opening	<p>10.1 The bids will be opened 03rd May 2023,13:00am in the presence of bidders</p> <p>10.2 Bids will be opened at: Fenaka Corporation Limited Hilaalee Magu, K. Male', Republic of Maldives</p> <p>10.3 Bids received electronically will not be accepted</p>
11. Bid Rejection	<p>11.1 Bidders that arrive after bid submission deadline shall not be able to participate in the bid</p> <p>11.2 Bidders that do not register for the tender are unable to participate in the bid opening</p> <p>11.3 Bids lacking the documents mentioned in 7. <i>Documents Comprising the Bid</i> (except 7.7 <i>Experience letters</i>) and that do not comply with 8 and 9 <i>Format of Bid</i> are subject to be rejected.</p> <p>11.4 Documents that are not bounded properly.</p>



	<p>The company has the right to reject the proposal that does not has original stamp on the submitted proposal.</p> <p>If bidder has difficulties to put original stamp on the proposal, in that case bidder must sign all the pages of the proposal.</p> <p>11.6 If the company has appointed a person to do the work mentioned in Section 11.5, he/she must have an official document of the company so that it is known that he or she has been appointed by a board resolution of the company. Along with this document, the ID card copy of the appointed person should be attached.</p>
D. Evaluation Criteria	
12. Proposal cost	<p>12.1 80% points for the lowest price (An advance will not be released for this project)</p>
13. Experience	<p>13.1 Experience related to the work – 10% (For giving points we will refer work completion letters submitted by bidder related to the work)</p>
14. Payment terms	<p>14.1 10% points for the maximum credit period</p>



Section II – Information related to work.

To clear all cargo imported in the name of Fenaka Corporation Limited, the appointee shall comply with the following provisions:

- Do all the necessary work in clearing all cargo imported in the name of Fenaka Corporation Limited. This includes completing the goods declaration and shipment documentation.
- Unloading, transporting cargo from container, loading to a warehouse (In male' region) or to load goods to ship / vessel hired by fenaka to be sent to an island.
- DO collection from the shipping agent office.
- Transportation, renting out vehicles such as lorries, forklifts, cranes etc. and offering a price to comply with the guidelines outlined below.
- The bidder must submit proposal as per below price form, price should include Transportation, renting out vehicles such as lorries, forklifts, crane etc.

Detail	Unit	Rate (MVR)
Clearance and loading of sea cargo shipment		
20 Feet container	Per Container	
40 Feet Container	Per Container	
20 Feet container (if Loose items)	Per Container	
40 Feet container (if Loose items)	Per Container	
L.C.L Containerized Cargo and loose cargo		
01 C.B.M / M.T clearance price	C.B.M / M.T	
Break bulk cargo C.B.M clearance price	C.B.M / M.T	
Clearance and loading of Air cargo shipment		
Below 100kilogram shipment	Per shipment	
Above 200kilogram shipment	Per Kilogram	
Goods declaration form filling	Per form set	
Shipment documentation and handling	Per shipment	

- Other than the above part price should be included separately.
- If there is any amount to be paid due to non-removal of goods due to negligence on the part of the person appointed to carry out the work, then the amount (Demurrage amount) will be borne by the company entrusted with the work.

Section III

- To carry out cargo clearance and delivery work, the company will cooperate as described below.
 - Handing over customs clearance documents to the person appointed for work two days prior to the arrival of cargo shipment by sea.
 - Customs duty, MPL/MACL charge will be borne by the Fenaka corporation

