



MALDIVES INDUSTRIAL
FISHERIES COMPANY

MALDIVES INDUSTRIAL FISHERIES COMPANY LTD (MIFCO)

**REQUEST FOR PROPOSAL (RFP) FOR CUSTOMS
CLEARANCE, DE-STUFFING, LOADING, AND
RELATED LOGISTICS SERVICES**

BID REFERENCE NO: 134-PRO/I/2024/120

Date: 11th September 2024

BID REFERENCE	134-PRO/I/2024/120
REQUEST FOR PROPOSALS (RFP)	11 th September 2024
REGISTERING FOR BID OPENING MEETING (OPTIONAL)	17 th September 2024, 1:00 pm, Male 'Time
LAST DATE AND TIME FOR RECEIPT OF BIDS	17 th September 2024, 1:00 pm, Male 'Time
TIME AND DATE OF OPENING OF BIDS	17 th September 2024, 2:00 pm, Male 'Time
BID SUBMISSION	Bids should be submitted only to contract@mifco.mv email.
PLACE OF OPENING OF BIDS	Via Microsoft Teams Head Office, Maldives Industrial Company Ltd. Hilaalee Magu, Maafannu, Male Maldives.
ADDRESS OF COMMUNICATION	Procurement Department, Maldives Industrial Fisheries Company, Hilaalee Magu, Maafannu, Male, Maldives

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1. INTRODUCTION

Maldives Industrial Fisheries Company Ltd. (MIFCO) invites proposals from qualified logistics service providers to provide customs clearance, de-stuffing, loading, and related services for both sea and air cargo. MIFCO aims to engage a service provider who can offer efficient and cost-effective logistics solutions in line with the company's operational needs.

2. SCOPE OF WORK

The selected service provider will be responsible for comprehensive customs clearance and related logistics services, including but not limited to:

- **Clearance of Imported Goods and Delivery:** Efficient customs clearance and delivery of imported goods to MIFCO's godown in Male'.
- **Domestic Export Arrangements:** Clearance of imported goods and coordination for domestic exports as required.
- **Loading Arrangements for Vessels:** Manage the clearance and loading of imported goods onto MIFCO vessels and third-party vessels from the Maldives Ports Limited (MPL) port and airport.
- **Import Document Handling:** Full management of import documentation, including collection of Delivery Orders (D.O) and related processes for import clearance.
- **Airfreight Clearance and Delivery:** Customs clearance and delivery of domestically imported goods via airfreight.
- **Other Customs-Related Services:** Provide additional customs-related services as needed, ensuring compliance with local regulations and timely processing.

Service Expectations:

1. **Timely and Accurate Clearance:** Ensure prompt customs clearance of all cargo, minimizing delays and ensuring compliance with regulatory requirements.
2. **Safe and Efficient Handling:** Execute precise de-stuffing, unloading, and loading of cargo, including handling of dangerous goods and heavy cargo, with a focus on safety and efficiency.
3. **Urgent Request Management:** Offer express shifting services for urgent cargo clearance requests, maintaining service flexibility and responsiveness.
4. **Comprehensive Reporting:** Provide regular updates and detailed reports on cargo status, including any issues or delays encountered, ensuring transparency and effective communication.
5. **Service Level Compliance:** Adhere to agreed service levels, including specific response times and performance metrics for clearance, handling, and delivery services.
6. **Support and Coordination:** Deliver support services for cargo handling and coordinate effectively with relevant authorities and stakeholders to facilitate smooth operations.

3. GENERAL INFORMATION FOR BIDDERS

- 3.1 The Contractor is not obliged to award the work at the lowest price offered. The highest points in the bid evaluation will be considered for award of the work. Points will be awarded based on the information contained in the submitted tender document. If the information is incomplete, you will get fewer points. The information submitted must be accurate. If the information submitted is proved to be incorrect, the bid will be rejected.
- 3.2 Supplier shall be responsible for careful examination of all quotation and documents. It is the responsibility of the supplier to collect and clarify all the necessary

information prior to bidding and no alteration to submitted offer will be accepted by the Employer after the offer is submitted.

- 3.3 Quotation currency should be in Maldivian Rufiya (MVR). The quotation price must be written without erasures, both in figures and in words. In case of discrepancy between figures and words, the words shall prevail.
- 3.4 Each supplier must submit only one proposal by itself. A supplier who submits or participates in more than one quotation will be disqualified. If Employer discovers or has a reason to believe that collusion exists among any/all quotations, any/all such quotations will be rejected, and all participants in such collusion will be excluded from consideration for future quotation for the same work.
- 3.5 The quotation shall be typed or written in indelible ink and signed by authorized signatories. Any change should be initiated.
- 3.6 Work once awarded cannot be outsourced.
- 3.7 Any Forms related to the RFQ shall be filled in and submitted with the quotation.
- 3.8 Amendments Before the deadline for submission of quotations, the Employer may modify the RFQ by issuing addenda. To give prospective suppliers reasonable time in which to take an addendum into account in preparing their quotations, the Employer shall extend, as necessary, the deadline for submission of quotations.
- 3.9 Deadline for submission of quotation may be extended at the discretion of Employer.
- 3.10 Quotation submitted after deadline shall be rejected.
- 3.11 Quotation is to be submitted via email to the e-mail address given below.
- 3.12 If the email is not received to below email, the Employer will assume no responsibility for the misplacement or premature evaluation of quotations.
- 3.13 The award shall be notified to the successful supplier by the Employer within the validity date of the quotation.
- 3.14 The committee will review each quotation and perform a detailed evaluation based on the evaluation criteria described in this document.

3.15 In the event where the prices received are above the prices anticipated or where the submitted quotations are not representatives of the prices in the general market, MIFCO reserves the right to negotiate.

4. EVALUATION CRITERIA ARE AS FOLLOWS

The evaluation criteria and scoring method are outlined below:

SERVICE DESCRIPTION	UOM	Evaluation marks	
SEA CARGO CLEARANCE			
SERVICES		3.0%	43%
Customs Declaration and Related documentation	PER SHIPMENT	1.0%	
Service Charge / Shipment	PER SHIPMENT	1.0%	
Handling and other Fees (if any)	PER SHIPMENT	1.0%	
FCL DE-STUFFING & LOADING		20.0%	
Cargo Unloading & Loading (General) 20GP	PER CONTAINER	4.0%	
Cargo Unloading & Loading (General) 40GP	PER CONTAINER	4.0%	
Cargo Unloading & Loading (DG & Heavy Cargo) 20GP	PER CONTAINER	4.0%	
Cargo Unloading & Loading (DG & Heavy Cargo) 40GP	PER CONTAINER	4.0%	
Express Shifting (FCL SHIPMENTS) / TUE's	PER TUE's	4.0%	
LCL DE-STUFFING & LOADING		20.0%	
1 to 5 CBM	PER CBM	2.0%	
6 to 10 CBM	PER CBM	2.0%	
11 to 20 CBM	PER CBM	2.0%	
1 to 5MT	PER MT	2.0%	
Above 5 MT	PER MT	2.0%	
Lorry Rates - (Before 11pm)	PER HOUR	2.0%	
Pickup Rates - (Before 11pm)	PER HOUR	2.0%	
Lorry Rates - (After 11pm)	PER HOUR	2.0%	

Pickup Rates - (After 11pm)	PER HOUR	2.0%	
Express Shifting (LCL Shipments with Seal)	PER TUE's	2.0%	
AIR CARGO CLEARANCE			
SERVICES		3.0%	27%
Customs Declaration and Related documentation	PER SHIPMENT	1.0%	
Service Charge / Shipment	PER SHIPMENT	1.0%	
Handling and other Fees (if any)	PER SHIPMENT	1.0%	
AIRPORT CLEARANCE & LOADING		24.0%	
1 to 200 KG	PER KG	3.0%	
201 to 500 KG	PER KG	3.0%	
501 to 999 KG	PER KG	3.0%	
1 to 5 MT	PER MT	3.0%	
Above 5 MT	PER MT	3.0%	
Cargo Van/Pickup - Airport to MIFCO Godown < 100KG	PER SHIPMENT	3.0%	
Cargo Van/Pickup - Airport to MIFCO Godown -100 to 500 KG	PER KG	3.0%	
Cargo Van/Pickup - Airport to MIFCO Godown > 500 KG	PER KG	3.0%	
DOMESTIC CARGO CLEARANCE			
Imports		1.5%	3%
Exports		1.5%	
EXPERIENCE			12%
PAYMENT TERMS			15%
TOTAL			100%

5. EVALUATION GUIDELINES

Evaluation Criteria Based on Service Description:

These criteria cover the comprehensive scope of MIFCO's needs, including customs clearance, de-stuffing, loading, and handling of both sea and air cargo. Proposals will be scored based on their ability to address these core service requirements effectively, ensuring that the selected provider can deliver the required logistics solutions with high performance and reliability.

Experience and References:

Proposals will be evaluated based on the service provider's relevant experience and references in delivering similar services. This criterion will account for 12% of the overall evaluation score. To be considered, firms must:

- **Relevant Experience:** Demonstrate significant experience in providing customs clearance, de-stuffing, loading, and related logistics services, particularly for large-scale projects.
- **Government Work Prioritization:** Proposals will prioritize firms that have successfully completed government contracts or projects within the past 2 years, showcasing a proven track record in handling government work.
- **References:** Provide references from previous or current clients, specifically highlighting similar projects or services provided within the logistics and customs clearance sectors.
- **Registration with Maldives Customs Service:** Be a registered broker with the Maldives Customs Service, with valid certification or registration details included in the proposal.
- **Proposals that do not meet the requirement of being a registered broker with the Maldives Customs Service will not be considered.**

MIFCO Head Office, Male'

T. +(960) 332 3932 F. +(960) 332 3955
E. info@mifco.mv W. mifco.mv

Felivaru Fisheries Complex
T. +(960) 302 3399

Kooddoo Fisheries Complex
T. +(960) 302 3344

Kandu Oiy Giri Fish Village
T. +(960) 302 3366

Addu Fisheries Complex
T. +(960) 302 3388

Payment Term Criteria

Proposals will be evaluated based on the proposed payment terms, which will account for 15% of the overall evaluation score, considering:

- Flexibility of Payment Schedule: Proposals offering flexible payment schedules that align with MIFCO's financial processes will be preferred.
- Advance Payment Requirements: Proposals with minimal or no advance payment requirements will be rated more favorably.
- Credit Terms: Proposals offering favorable credit terms, such as extended payment periods without interest, will score higher.

6. PERIOD OF SERVICE

The initial period of service will be for one year. If the selected party performs satisfactorily, the contract may be extended for an additional year. If performance is unsatisfactory, MIFCO reserves the right to issue a 30-day notice for improvement. Failure to meet the required standards after the notice period will result in contract cancellation.

7. DELIVERABLES

Proposals must include the following documents:

- Company Registration Copy
- Company Profile Sheet (Ministry of Economic Development)
- Valid Customs Broker Certificate
- MIRA Registration Certificate Copy
- Past 3 Months Tax Clearance Report
- Experience References/Certificates with Attestation
- Quotation as per Annex Format
- Company Profile

8. QUOTATION VALIDITY

The quotation shall remain valid for 30 (Thirty) days after the deadline for date of quotation submission.

9. AWARDING

The Service provider selected from the tender process upon confirmation by the relevant authorized person shall be notified via a Tender award letter.

10. SIGNING OF CONTRACT

The performance of the scope of services will begin once a legal contract is signed between MIFCO and the Service provider

11. QUERIES

Any query regarding this RFQ should be sent by e-mail to bid@mifco.mv at least 2 days before the date of submission of the bid.

12. DATE OF SUBMISSION OF BIDS

The deadline for submission of bids is **17th September 2024 at 01:00 pm**. Bids submitted after the deadline and incomplete bids will not be accepted. Bids should be submitted to contract@mifco.mv email.

APPENDIX A

Quotation Format

SERVICE DESCRIPTION	UOM	PRICES
SEA CARGO CLEARANCE		
SERVICES		
Customs Declaration and Related documentation	PER SHIPMENT	
Service Charge / Shipment	PER SHIPMENT	
Handling and other Fees (if any)	PER SHIPMENT	
FCL DE-STUFFING & LOADING		
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SERVICES		
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Imports		
Exports		

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