

TENDER INVITATION

1. Bids are invited from Ship-Chandling agents for providing services and provisions to the Indian Naval/Coast Guard Ships visiting Malaysia (East Malaysia during LIMA-2025 only) for the year 2025. The agencies are required to submit technical and financial bids in two separate sealed envelopes. Details of services sought & technical evaluation criteria can be collected from the High Commission of India at the following address during any working day from **10 AM to 1 PM and from 2:30 PM to 5 PM**. The bids should reach the following address latest by **09 Jan 2025**

**Col S Praveen
Defence Adviser
High Commission of India
Level 1, Wisma HRIH Lotus,
442, Jalan Pahang, Setapak
53000, Kuala Lumpur
Tele – 03 4026 9696
Fax – 03 4024 8008**

2. Bids received after due date will not be considered. Financial bids of only those bidders who qualify in the technical bid evaluation would be considered for opening.

TECHNICAL CAPABILITY CRITERIA

1. The bidder must be a registered Company/firm/agency in Malaysia. The details of the company/agency are to be submitted along with the company brochure.
2. Should be able to provide ship chandling services at Langkawi during LIMA-2025 in East Malaysia for the year 2025.
3. Should have experience in providing Ship Chandling Services to Warships (includes Sail Ships, Warships, Submarines and Aircraft Carriers & helicopter on board the ships).
4. Should have its own / arrange to provide ship chandling equipment and preferably located at all the ports/in near vicinity. Provide details of stores and detachments, if any, located at various ports.
5. Should have own /arrange to provide transport required to be provided during the ship visit. The minimum transport required to be held is as under :-
 - (a) Cars - 08 Nos
 - (b) Vans (minimum 09 seater) - 08 Nos
 - (c) Mini Bus (20 seater) - 06 Nos
 - (d) Buses (40 Seater) - 12 Nos
6. Provide details of the countries to which ship chandling services being currently provided with details of number and type of ships handled.
7. Provide details on ship chandling assets held to provision Warships for more than one country at different /same port.
8. Should be able to sign contract with the Indian High Commission for providing the services being promised.
9. Financially capable to do advance payments for all arrangements including fuel and logistics etc. and subsequently raise the invoices for settlement with High Commission of India. Provide copies of last three years' financial reports including Profit and Loss Account, Balance Sheet, Tax Statements etc.
10. Must be registered with the Port Authorities in Malaysia and have good liaison with the Port Authorities, Royal Malaysian Navy, Malaysian Maritime Enforcement Agency, Marine Department, Immigration Department and Ministry of Foreign Affairs to facilitate administrative arrangements. Proof of registrations to be provided.

11. Adequate and well trained manpower for providing ship chandling services. Provide proof of number of manpower held to handle minimum three ships at one time and the requisite training imparted to the manpower being employed by the company.

12. Capability to provide services for all types of sail ships, warships, submarines and Aircraft Carrier including helicopter onboard ships.

13. Capability to provide security services/protection to the visiting ship/ships. Provide details of security manpower and equipment held.

14. In addition, the company/agency should also be able to provide under-mentioned additional services:-

(a) Medical assistance.

(b) Repairs of equipment onboard.

(c) Collection/dispatch of spare parts ex India from the Customs in Malaysia on behalf of the High Commission/Ship.

(d) Obtaining VISAs and clearances from customs to facilitate arrival/departure of personnel onboard.

(e) Administrative arrangements to organise receptions on board the ship.

(f) Printing of invitations cards.

15. Besides the above, additional services the company/agency can provide, from their side, will be given due consideration.

BID EVALUATION CRITERIA

1. Bids to be submitted by locally registered company/agency only.
2. The bids are to be submitted separately for technical and financial parts in two separate sealed envelopes to the specified official of the High Commission of India.
3. All bids should be accompanied by a refundable deposit of RM 5000.00 by Demand Draft drawn in favour of High Commission of India, Malaysia. (The deposit will be refunded within five working days of opening of financial bid).
4. The bids will be opened in two stages. First the technical bids will be opened and thereafter the financial bids of the bidders who qualify in the technical bid will be opened. The financial bid of the bidders not qualified in the technical bid evaluation will be returned unopened.
5. The bid contract will be awarded to the lowest bidder on the basis of the financial bid. In case of a tie, the preference will be given to the agency with more experience and capability to provide additional services.
6. The last date for submission of the bids will be 09 Jan 2025.
7. The date of opening of technical bid will be intimated to the bidders. Shortlisted bidders during technical bid evaluation will be intimated the date of financial bid opening. Participating agencies can send their authorized representative to be present during the opening of both technical and financial bids alongwith the authority letter.

SCOPE OF WORKS/SERVICES FOR THE TENDER INVITED FOR PROVIDING SERVICES TO THE VISITING INDIAN NAVAL/COAST GUARD SHIPS TO EAST MALAYSIA DURING LIMA-2025 FOR THE YEAR 2025

A number of Indian Naval/Coast Guard Ships regularly visiting Malaysia. The average stay of the ships is 04 days. Quotes should include all the charges involved in providing following services/items to the visiting ships: -

Ser No	Description	Est Qty	UOM	Rate in RM	Remarks
1.	Agency Fees	01	Ship		
<u>Port Logistics</u>					
2.	Breasting Barges	01	Day		
3.	Pontoons	01	Day		
4.	Fenders – Yokohama Type				
	Medium - 2m x 3.5 m	01	Day		
	Large - 2.5m x 4 m	01	Day		
5.	Garbage and Trash Bins Removal & Disposal	01	Service		
6.	Tugboat	01	Hour		
7.	Pilot (In & Out)	01	Service		
8.	Port Dues	01	Lot		
9.	Wharfage Cleaning	01	Service		
10.	Line handlers	01	Service		
11.	Forklift With Driver	01	Hour		
12.	Crane	01	Hour		
13.	Gangways				
	Medium - 12 m	01	Day		
	Large - 18 m	01	Day		
14.	Fresh Water	01	Ton		
15.	Port Conservancy	01	Service		For BCC only.
<u>Sewage Removal and Disposal</u>					
16.	Sewage Removal	01	Service		
17.	Mobile Toilets inclusive of cleaning services	01	Nos		
18.	Oily Waste and aggregate water removal and disposal (Est)	01	Service		
<u>Communication/News Paper</u>					
19.	Mobile hand phone with charger & accessories	01	Day		
20.	Pre-paid start up kit	01	Card		
21.	Internet Modem for Wifi with minimum 10 GB data	01	Modem		
22.	News Paper	01	Nos		

Transportation					
23.	Car Sedan with Driver	01	Per Hour		Total hours will be from the demanded time & not from a pre-decided time like 0800h - 2000h etc
24.	Car SUV with Driver	01	Per Hour		
25.	9 PAX Van with Driver	01	Per Hour		
26.	Bus 20 PAX with Driver	01	Per Hour		
27.	Bus 40 PAX with driver	01	Per Hour		
28.	Transport out station charge	01	Per trip		
29.	Ferry Services	01	Day		
Miscellaneous					
30.	Fresh Provision				As per requirement – General demand as listed
31.	Fuel (LSHSD)		Per Ltr		Necessary fuel sample test certificate is required to be produced before embarking fuel onboard the ship.
32.	Fuel Barge	01	Service		
33.	Ability to provide services at Anchorage Point	Yes/No			Include ability to provide Fuel, Rations, Fresh Water, Removal of Sullage, Sewage & Garbage at Anchorage point alongwith necessary permissions / clearances.

Note:

- (a) Ship Chandler will submit quotation for East Malaysia during Langkawi (for LIMA-2025 only) for the year 2025.
- (b) Ship Chandler will clearly mention the rates. No rates will be accepted as 'Port Charges', 'As per bill' etc except Fuel charges which can be accepted 'As per market rate'. However, Ship Chandler will submit original bill of fuel supplier alongwith service charges of Ship Chandler. No additional charges will be accepted over service charges.
- (c) High Commission of India will have right to accept/not accept the charges of fuel submitted by Ship Chandler during actual visit of Ship. In case price quoted by Ship Chandler seems high, High Commission of India will have right to ask quotations from other Fuel Suppliers with lower quotes and give order accordingly for the fuel.

(d) Likewise, High Commission of India will have the right to accept/not accept the charges of provisions, water, transport, port logistics etc submitted by the Ship Chandler during actual visit of Ship. In case price quoted by Ship Chandler for the above seems excessive than the Market Rate, High Commission of India will have the right to ask quotations from other Suppliers / service providers / companies / wholesalers / retailers with lower quotes / open market and give order accordingly. In such cases, the appointed ship chandler would coordinate with the temporary contracted supplier for provisioning of the above items to the ship without any additional charges. The agency fee being charged by the Ship Chandler will include the above services.

(e) In case, Royal Malaysian Navy (RMN) /Malaysian Maritime Enforcement Agency (MMEA) provides any of the services free of cost/on payment basis, Ship Chandler will neither charge those services nor charge any additional service charges for the services provided by RMN/MMEA on a gratis basis.

(f) In case Port does not charge some of the services mentioned above, Ship Chandler will also not charge for those services.

(g) In case visiting Ship requires additional service/provision which is not mentioned in above Scope of Works/list of provision, Ship Chandler will have to submit quotations for approval of High Commission.

(h) The company to provide information about existing/proposed third party/business partners as per undermentioned format for all ports (credentials of your business partners will be verified for security reasons):-

Service Provided	Business partner	Website	Registration No & Copy of Registration to be enclosed	Address & Contact details	Remarks
Port handling					
Logistics					
Transport					
Supply of Provision					
Fuel					
Any other service					

(j) **Confidentiality Clause.** Since the ship chandler will be in a position of critical / sensitive information regarding the ship & its company, the chosen ship chandler will have to sign a non-disclosure agreement with the High Commission of India to preserve the data / information being provided to the Ship Chandler for logistic support, not to be transmitted in any form to a third party at any point of time, without the explicit permission of High Commission of India.

(k) Alongwith the invoice of ship chandling firm, the ship chandler will have to provide the original invoice from his supplier / port authorities / agencies in respect of any services, if asked for by the High Commission of India to verify genuineness of the amount quoted / charged.

LIKELY LIST OF PROVISIONS OF INDIAN NAVAL SHIPS

<u>Ser No</u>	<u>Name of the Provision</u>	<u>UOM</u>		<u>Ser No</u>	<u>Name of the Provision</u>	<u>UOM</u>
1.	Potatoes	Kg		27	Ginger	Kg
2.	Onions	Kg		28	Drum Stick	Pkt
3.	Bread (white)	Pkt		29	Brinjal	Kg
4.	Fresh Milk in tetra pack	Pkt		30	Green Peas	Kg
5..	Butter	Pkt		31	Bitter gourd	Kg
6.	Ham	Kg		32	Grapes seedless fruit	Kg
7.	Burger buns	Pkt		33	Pears china	Kg
8.	Paneer	Kg		34	Golden Red Apple	Kg
9.	Spring onions	Kg		35	Kiwi fruit	Kg
10.	Red capsicums	Kg		36	Lemon	Kg
11.	Spinach	Kg		37	Plums	Kg
12.	Red cabbage	Kg		38	Mushroom button	Kg
13.	Yellow capsicum	Kg		39	Fruit Assorted (non-citrus)	Kg
14.	Coriander leaves	Kg		40	Fruit Assorted (Citrus)	Kg
15.	Mint leaves	Kg		41	Eggs	Tray
16.	Cucumber	Kg		42	Chicken whole	Kg
17.	Cauliflower	Kg		43	Fish	Kg
18.	Bell pepper green	Kg		44	Mutton	Kg
19.	French beans	Kg		45	Bacon smoked sliced streaky	Kg
20.	Lady's finger	Kg		46	Chicken legs whole	Kg
21.	Tomatoes ripe	Kg		47	Corn kernel	Kg
22.	White cabbage	Kg		48	Pears DF	Kg
23.	Green Chilly	Kg		49	Chicken Sausages	Kg
24.	Curry leaves	Kg		50	Chicken blast frozen	Kg
25.	Table celery	Kg		51	Garlic	Kg
26.	Carrot	Kg		52	Fruit Juice	500 ml
				53	Ice Cream	500 gm pkt

