**TENDER RESPONSE**

**Please provide information against each requirement.**

Additional rows can be inserted for all questions as necessary.

**Section 1 - Bidder’s general business details**

1. General information

|  |  |  |  |
| --- | --- | --- | --- |
| Organisation Name: | | | |
| Contact Name: | | | |
| Phone: | | Fax: | |
| Email: | | Parent company (if applicable): | |
| Principle Address: | Registered Address: | | Payment Address: |
| Registration number: | | Tax number: | |
| Year of registration: | | Annual Turnover: | |

1. Please provide details of the type of your organisation

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Name and address of the Operator, Owner and Operator | To be mentioned by the bidder:  a. Operator :   1. Owner : 2. Operator : |  |
| b. | Number and Type of Aircraft | Aircraft of any type depending on seat configuration **capable of operations into short, unpaved airstrips of less than 700m length.**   * Bidder may offer one or more aircraft   [SCI reserves the right to increase the number of aircraft] |  |
| c. | Year of Manufacturing | Aircraft **must** be manufactured on 1st October 1998 or later |  |
| d. | MSN & Registration Number of the Aircraft | Bidder **must** provide MSN & Registration Number of the offered aircraft |  |
| d. | Nature of Lease | ACMI (Aircraft, Crew, Maintenance and Insurance) |  |
| e. | Lease Term and commencement of lease | 12 (twelve) months lease, commencing from early  01/01/2019 |  |
| f. | Seat Configuration | Aircraft **must** have minimum 19 seats for passengers in one class configuration |  |
| g. | Operational Capability | Aircraft **must** be capable of flying direct between JUBA and JKIA without any load penalty taking into consideration of Passenger Weight & Baggage. The operator should confirm the maximum payload capacity. |  |
| h. | Owner’s Authorization | If the bidder/operator is not the owner of the aircraft, then the owner’s authorization for leasing the aircraft **must** be provided along with the Proposal/Offer.  The Responder is required to provide EITHER a copy of a lease agreement between the Responder and the party from which it intends to lease the aircraft OR a written undertaking from the Lessor addressed to the Charterer that should the Responder be awarded the contract, the Lessor would lease the aircraft to the Responder. Either the lease agreement OR the written undertaking shall be submitted together with the RFO as per stipulated deadline. |  |
| i. | Heavy Maintenance Check | Heavy Maintenance check or C and D-Check **must not** fall due in the offered aircraft during the lease term |  |
| j. | Air Operators Certificate (AOC) and OpSpecs | Valid AOC and OpSpecs of the Operator **must** be provided along with the Offer for ACMI lease operation |  |
| k. | ICAO | |  | | --- | | **Carrier Provide** the line maintenance base requirements including the number/amount of spare parts you consider the minimum necessary vis-à-vis the proposed operation.  **Carrier Provide** plan for recovery of aircraft rendered unserviceable as a result of major component failures.  **Carrier Indicate availability of stretcher(s) and possibility of patient transportation** **(MEDEVAC/CASEVAC)**.  **Aircraft should have field self-start capability.** | | **Please note further equipment requirements including and not limited to a serviceable ACAS class II, TAWS class A, Weather Radar, dual GPS, Digital FDR, ELT 406, single HF, Satellite-based tracking system transmitting every 3 minutes and Satellite Phone**  **For single engine aircraft, aircraft must be equipped with Electronic Engine Condition Trend Monitoring system.**  **In addition, all aircraft must be equipped as per regulations of country of Registry, Country of Operation, UNAVSTADs, and not lower than as indicated in ICAO Annex 6 for the category of aircraft offered.** | |  |

1. Please provide details of the primary products/services of your organisation:
2. Please list your employees who would be involved with Save the Children. One employee should be the key point of contact for Save the Children:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Job title** | **Role for Save the Children account** | **Direct telephone number** | **Email address** |
|  |  |  |  |  |
|  |  |  |  |  |

1. Please detail what your insurance cover provides and what the maximum value is:
2. Please provide details ofat least2client references whichSave the Children may contact (preferably NGOs):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Client Organisation** | **Contact** | **Phone no.** | **E-mail address** | **Details of contract** |
|  |  |  |  |  |
|  |  |  |  |  |

**Section 2: Bidder capacity**

1. Please detail the location and average fleet and type of your air crafts.

|  |  |  |
| --- | --- | --- |
| a. | Aircraft Type & Series |  |
| b. | Manufacturer Serial Number (MSN), Year of Manufacture, Registration Number and Country of Registration |  |
| c. | Engine Type/Rating |  |
| d. | Range (with full payload) |  |
| e. | [**Maximum takeoff weight**](https://en.wikipedia.org/wiki/Maximum_takeoff_weight) **(**MTOW), Maximum Landing **Weight (**MLW), Maximum zero **fuel weigh (**MZFW), Operating empty **weight (** OEW), Basic Weight, Payload, Fuel Capacity |  |
| f. | Seat Configuration with LOPA |  |
| g. | Fuel burn per Block Hour on DAC-JED, DAC-RUH, DAC-KUL sectors with full payload (passenger weight with baggage is 120 kg). |  |
| h. | Detail Life Status:  Total Airframe Hours (TSN)  Total Airframe Cycle (CSN)  Engine with Serial Number  Landing Gears  APU |  |
| i. | Details of the In-flight Video Entertainment Systems |  |
| j. | Maintenance Status:  Last „C‟ check performed on / at (Agency)  Last „D‟ check performed on / at (Agency)  Hours/Cycles logged since „D‟ check  Next „C‟ and HMV/D-check due on  Mandatory modifications status on aircraft and engines  Details of accidents / incidents, if any, and repairs carried out |  |
| k. | * Name and address of the Current Operator * Previous Operator (immediate before the current operator) |  |
| l. | Number and size of pallets/container (FWD cargo & AFT cargo) |  |
| m. | Cargo Compartment Configuration/ Capacity  Fwd – no. of LD3s / in cu. ft.   * Aft – no. of LD3s / in cu. ft. * Bulk - in cu. ft. |  |
| n | **Flight Crew –** Qualifications/Experience. The crew will be trained and experienced in accordance with Company, National regulations and/or ICAO annex 1 but not lower than as per UNAVSTADs.  *NB: PIC with less than 3 months experience of operational area shall perform at least 10 hours or 5 landings under supervision of and certified by company check pilot, before acting as PIC.*    **Flight Crew - Flight Time Limitation.** The AOC Holder Operations Manual shall establish flight time and flight duty time period limitations for flight crews and make provisions for adequate rest in accordance with the appropriate national regulations. The AOC holder shall also establish a system to manage the risks associated with flight crew fatigue. |  |

1. What quality standards does your organisation adhere to e.g. ISO?
2. What warranties and guarantees can you offer as part of this contract?
3. How quickly can you guarantee a response time to quotation requests?
4. What are your standard working hours and what after-hours services do you provide in the event of an emergency?
5. Detail any benefits or additional services your organisation can offer Save the Children as part of the contract:

**Section 3: Pricing proposal**

1. Please indicate here the prices you are offering to Save the Children as part of this contract, including the currency. Please refer to specification for details of what must be included.

|  |  |
| --- | --- |
| Minimum Block Hours | Cost |
| Additional Cost per block hour |  |

1. Can you fix these prices for the duration of the contract?

Yes  No

If not, please provide details of how long they will remain fixed?

1. If prices cannot be fixed for the duration of the contract, please specify factors that would affect the price and indicate how changes in these factors would affect the price of the stated products:

**Section 4: Confirmation of Bidder’s compliance**

We, the Bidder, hereby confirm compliance with:

* The required specification for the products
* The Conditions of Tendering
* Save the Children’s Terms and Conditions of Purchase
* Save the Children’s Child Safeguarding policy
* Save the Children’s Anti-Bribery and Corruption policy
* The IAPG Code of Conduct

The following documents and items are included in our bid:

* Section 1: Bidder’s general business details
* Section 2: Bidder capacity
* Section 3: Pricing proposal
* Certificate of incorporation, including renewal stamp valid for 2016
* Tax ID certificate and up-to-date certificate of tax payment,
* Audited financial accounts for 2014 and 2015
* Current bank statement
* Brief Company history

We confirm that Save the Children may in its consideration of our offer, and subsequently, rely on the statements made herein.

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| --- |
| **Acceptance by the Bidder:**  …………………………………………………………………….    Signature  …………………………………………………………………….  Name  ……………………………………………………………………..  Job Title  ……………………………………………………………………..  Company  ……………………………………………………………………...  Date |