

REQUEST FOR QUOTE NOTICE

Date: 03 February 2017

Reference number: **SPSS/S01/2017 Clearing and Forwarding Services**

Samaritan’s Purse wishes to contract a legally recognized service provider (company) to provide services **Clearing and Forwarding Services at the Eldoret International Airport in Kenya for the 2017 year**

S/N	CATEGORY	DETAILED SPECIFICATION
S01	2017 Clearing and forwarding Services at the Eldoret International Airport, Kenya	Clearance of cargo for private charter movements routed through Juba, South Sudan for 2017.

Samaritan’s Purse is requesting a Quote for products/services related to the above category. We are requesting a quotation based on the schedule below. If any other expenses are related to providing these products/services, you must clearly indicate the description and the amount. If you are unable to provide any products/services in the schedule below, clearly indicate in the comments section the reason for not including.

Specific Details for this Request for Quotation

1. Samaritan’s Purse engages in international transshipments to South Sudan via all ports in Kenya (air, sea and land). We are requesting a complete quote from your business inclusive of our schedule requested below. Any additional fees and description of those fees must be stated in your quotation.
2. Samaritan’s Purse frequently sends cargo to Juba, South Sudan via Eldoret International Airport. Your business must be registered with all appropriate authorities and be able to perform all necessary duties related to clearing cargo from EIA. You must be able to clear all custom formalities as required by our logistics team. You must be able to clear VAT-exempted goods and all necessary documentation provided to Samaritan’s Purse. These shipments are primarily via aircraft such as a Caravan (approx. one metric ton cargo) and/or DC3 (approx. three metric tons cargo)
3. NOTE: all relevant receipts paid to the government of Kenya must be provided to Samaritan’s Purse at time of invoicing.

Your bid MUST clearly indicate the following:

- Currency of offer -**KES**
- Net price after deduction of discounts:
- Number of days required for delivery to each location:
- Validity of the offer Should be minimum of 60 days
- Detailed specifications and brands provided (if different from stipulated specifications):
- Limitations.
- **NOTE: Tax exemption and Duty free clearance will be facilitated by Samaritan’s Purse unless requested as Delivered and Duty Paid (DDP) above.**
- Ability and capacity to supply the specified quantities above and deliver to Samaritan’s Purse Juba office or specified field location.
- Detailed knowledge of the Category bid upon.

FEE SCHEDULE

Submit your bid in the following format. Additional information can be provided as an attachment.

SAMARITAN'S PURSE - REQUEST FOR QUOTATION		SP PR #:	TRANSSHIPMENT
#	Item Description (Item #, etc.)	COMMENTS / DETAILS	
1	Agency Fee / Export Documents Per Form C17		
2	Certificate Of Clearance Per Invoice		
3	Concession Fees Per Form C17		
4	Airport Clearance Fees Per Flight		
5	Airport Clearance Fees Per Flight Or AWB		
6	Agency & Admin Fees Per AWB		
7	Documentation Fee Per Shipment		
8	Certificate Of Export Per Shipment		
9	JKIA Export Agency Fees		
10	Transshipments Fees		
11	Handling Fees / Ports Charges		
12	Handover / Breakbulk Fees / Shipping Line Fees		
13	Bonds Fees Or Bond In Force (BIF)		
14	Bonds Fees Minimum		
15	Agency Fees WAP / ELD		
16	Agency Fees 20 Ft Container MSA		
17	Agency Fees 40 Ft Container MSA		
18	Motor Vehicle/ Truck MSA Agency Fees Per Unit		
19	Clearances Malaba Border /Bonds Per Truck		
20	Customs Escort JKIA To WAP Per Truck		
21	Customs Escort JKIA To Malaba Per Truck		
22	Customs Escort Mombasa To Malaba		
23	Customs Escort JKIA To Eldoret		
24	Transport From JKIA To WAP Up to 5 Mt Transit M/V		
25	Transport From JKIA To ELD Up to 7 Mt Transit M/V		
26	Miscellaneous (provide detailed description)		

WE PRACTICE PROCUREMENT WITH INTEGRITY.

All bids are received directly by the Tender committee. It is not possible to influence the decision or outcome except by offering the best value. No individual or group can influence this decision. No Samaritan's Purse employee will solicit you outside this tender except if you are being awarded this tender.