

REQUEST FOR QUOTATION

TATACHEMICALS MAGADI LIMITED

LOCAL TRANSPORT SERVICE CONTRACT

Date: 8/4/2017

TATA CHEMICALS MAGADI LIMITED, a private limited liability company whose registered place of business is in the Republic of Kenya, of Post Office Number 1 – 002005 Magadi, Kenya is outsourcing Local Transport services contract for their **Mombasa Operations**. We invite bids from reputable Transport Service providers registered in the Republic of Kenya for the following scope of work.

SERVICES REQUIRED:

1. Local Transport Services.

Service overview: This RFQ is for Local Transport services at Mombasa with the following key parameters; 1. SHE Policy compliance and committing to integrate environmental and social principles in business operation. 2. Efficient order handling and execution agility to ultimately meet end customers' expectations in product quality, on-time and in full delivery, and competitive pricing. 3. On-time empty container pre-stacking and capturing of pertinent equipment movement data for effective shipping line container inventory control and management. 4. Commit to adhere to Kenya ports Authority policies, where TCML operates in tenancy. Monthly monitoring, Tracking & reporting of these KPI's will be required.

95% of The Tata Chemicals Magadi Ltd (TCML) Soda Ash production volume is Export and is handled to exit through the Mombasa shed facility at Port of Mombasa. The Export container volume range between 800 to 1500 TEU's per month, with daily loading ranging from 0 to 100 TEU's. Export containers consignment is shipper stowed at site, with cargo weight ranging from 22-27tes and with maximum gross weight at 30tes.

The TCML site has two (2) operation areas namely: Msa Upper Shed, and Shed 10. Both facilities are within the KPA restricted area, and the service provider has to meet

all the requisites of operating within the port precincts. There is occasional inter-warehouse material transfer between the two warehouses within the port. This delivery happens in Loose bags (50kg & Jumbo bags), and the transport would occasionally be called to provide suitable transport for such movement. In addition, there will be Local customer deliveries that may occasionally be transported in loose bags to customers Located in Mainland of Changamwe.

1. The Local Transport Service scope

- 1.1. Collection and transportation of released empty containers from various shipping line depots within Mombasa, to TCML facility. (Most of the empty container depots are on the mainland of Changamwe, Portreiz, Jomvu, & Miritini Locations)
- 1.2. Securing Empty Container Equipment interchange reports and ensuring general seaworthiness of containers during handover at the depots.
- 1.3. Stacking of empty containers at TCML Premises using own off-loading and loading Equipment, and managing empty container stock movement according to respective shipping lines, and orders being serviced.
- 1.4. Transporting loaded export containers from TCML premises to KPA container terminal.
- 1.5. Export Handover documentation with KPA for full containers delivered into port container freight stations.
- 1.6. Inter-Warehouse Material Transfer between the two premises as occasionally directed.
- 1.7. Transporting of Local customer consignment from TCML sites in port to Customers warehouses, Located mainly in Changamwe, Miritini & Liwatoni Areas.

2. Contract Management

- 2.1. Manager One (1) overall for transport operations

2.2. Personnel

- 2.2.1. Supervisors Two (2) to manage all transport activities and personnel at both Msa upper shed and Shed 10; each serving on day and Night shift.

- 2.2.2. Operation Clerks Four (4) within Magadi premises for export EIR documentation: for day shift and 1 clerk for Night shift for shed 10. Upper Shed-One (1) clerk each for day and Night shift.
- 2.2.3. Port Clerks Four (4) for export documentation at KPA container terminal and handing over tasks of Export loaded Containers-Two (2) clerks both for Night and day Shift.
- 2.2.4. Empty container clerks Two (2) at Magadi premises: one (1) each day and night.
- 2.2.5. Empty container clerk Two (2) at Magadi premises: one (1) each day and night.
- 2.2.6. Forklift drivers three (3) for lift-off lift-on operations for empty containers at Magadi premises: (Two (2) day shift and one (1) night shift)
- 2.2.7. Truck drivers for each lorry transporting loaded containers
- 2.2.8. Track Turn-boys Four (4) for guidance of tracks loading at Magadi premises

2.3. Equipment

- 2.3.1. Forklifts; Two (2) for Lift-on-lift-off activities of empty containers at Magadi premises; with SWL capacity of 5T
- 2.3.2. Trucks; Thirty (30) for loading full export containers from Magadi premise to KPA container terminal: Eighty (18) single trailers & Twelve (12) double trailers.
- 2.3.3. Tractor trailers; Five (5) dedicated (each carrying two (2) empty containers) for repositioning of empty containers from Container depots to Magadi premises.

3. Site visit at TCML Mombasa office Shimanzi next to East Africa Storage on 18th August 2017

The application should reach the below address by **25th August 2017.**

The Procurement Manager
TATA CHEMICALS MAGADI LIMITED
P.O.BOX 1, MAGADI KENYA.

4.

RATE QUOTATION SCHEDULE

Item	Description	Rate KSH	Remark
1	Empty Twenty foot (20Ft) container (TEU) delivery from various Shipping line container depots to TCML premises inside the port. Lift-off/Lift-on for Pre-stacking of empty container at Warehouse, and eventual Delivery of Loaded container to KPA container freight Terminals.		per TEU
2	Empty Forty foot (40Ft) container (FEU) delivery from various Shipping line container depots to TCML premises inside the port. Lift-off/Lift-on for Pre-stacking of empty container at Warehouse, and eventual Delivery of Loaded container to KPA container freight Terminals.		per FEU
3	Inter-warehouse Material transfer to/from either sheds-upper Shed 9 or Shed 10 at Port Side for Truck Load of <u>10-15Mtons</u>		Rate per Trip/Truck
4	Inter-warehouse Material transfer to/from either sheds-upper Shed 9 or Shed 10 at Port Side for Truck Load of <u>15-25Mtons</u>		Rate per Trip/Truck
5	Material Transfer from TCML facility to Customers Warehouse around Changamwe, Miritini & Liwatoni Areas. Truck Loads of 25-30Mtons		Rate per Trip/Truck
6	Any Incidental Material Transfers outside Mombasa and not covered above		Rate per KM/Per Ton

TECHNICAL EVALUATION CRITERIA

	Factor/Attributes	Criteria/Attributes	% weightage
1	SAFETY, HEALTH & ENVIRONMENT	1. Contractor SHE Program- Visibility of Practiced culture, policies and compliance procedures. 2. Previous Safety record (2 Years TRI (Total Recorded Injuries)).	20%
2	Equipment	1. Proof of Equipment ownership or Sourcing of required deployment 2. Condition of Equipment's. 3. Licensing and Insurance	20%
3	Staff Capabilities	1. Organization Structure 2. Level of Supervision at operational sites. 3. Operations Work Plans 4. Demonstrate Knowledge of KPA export cargo delivery procedures.	20%
4	Mobilization	1. Period required to deploy after contract award. 2. Any requirements before deployment?	10%
5	Profile/Previous Relevant Operations	1. Relevant Experience-Demonstrate previous work with organizations involved in Warehousing and handling products, and the different types of products handled. 2. Experience Wealth/period in handling similar products (Reference Letters) 3. Professional Membership. 2. Knowledge of Warehousing good practices. 3.Understanding of Nature of Business, and to be able to Anticipate operational needs to provide value-added services beyond the scope/requirements of the Contract?	20%
6	Relevant Certifications	1. Incorporation Certificate 2. Compliance certificates eg Tax, NEMA, SHE Etc. 2. Other Statutory registrations eg NHIF, NSSF etc	5%
7	Contract Terms & Credit period	1.Understanding the Terms of reference. 2. Adequacy of Proposed Deployment Methodology 2. Favorable Payment terms (+30 days credit from invoice date). 3. Ability to Secure Performance Bond at least 10% of the annual contract value	5%
	Total		100%