



REQUEST FOR PROPOSALS

RFP 03/2019 GROUND HANDLING EQUIPMENT

RFP OPENS – 10th June 2019 AT 9AM (Tarawa Time +12 UTC)

RFP CLOSES – 28th June AT 5PM (Tarawa Time +12 UTC)

Summary of Requirement

a. OVERVIEW

Air Kiribati in partnership with the Government of Kiribati requests proposals from suppliers of ground support equipment for operation at the Bonriki International Airport in Tarawa, Cassidy International Airport on Kiritimati Island and various other regional airports as specified.

Kiribati, officially the Republic of Kiribati, is a sovereign state in Micronesia in the central Pacific Ocean. The permanent population is just over 110,000 (2015), more than half of whom live on Tarawa Atoll. The state comprises 32 atolls and reef islands and one raised coral island, Banaba.

Air Kiribati Limited is the national airline of Kiribati operating passenger services within the Gilbert Islands of Kiribati, and within the Line Islands. It also utilises other international airlines to assure regular air services into and out of Bonriki. It also operates charters, medical evacuation and search and rescue services. Its main base is Bonriki International Airport, Tarawa Atoll.

Air Kiribati has decided to enter into international airline operations, operating a fleet of 2 Embraer 190 E2 aircraft. Services are to commence in December 2019. This will form the nucleus of its international operations.

Air Kiribati also provides client ground handling services to a range of clients who currently utilise 737 MAX, 737 400, A320 aircraft.

To facilitate a range of ground handling services for both the current and expanded ground handling requirements, Air Kiribati requires the procurement of a range of ground handling equipment.

It therefore seeks responses to this invitation to provide proposals from established companies to provide the various ground handling equipment requirements. The equipment offered may be new equipment or second hand equipment or a mix of either.

This RFP does not commit Air Kiribati to award a contract, to pay any costs incurred in the preparation of proposals submitted (unless otherwise specified), or to procure or contract for the services. Air Kiribati reserves the right to accept or reject or cancel in part, or in its entirety offers received because of this request if deemed to be in the best interest of Air Kiribati to do so.

SUBMISION OF PROPOSALS



b. INSTRUCTIONS TO PROPOSER

Softcopy - Proposals shall be submitted electronically as follows.

By emailing the tender bid to drochford@airkiribati.com.ki with the subject line

“Request for Proposal for the supply of Ground Handling Equipment”

Tenders must be received to inbox of the above email address in the form specified in Appendix A by the due date. The receipt time on the inbox will be used as confirmation of receipt for the purposes of ensuring the tender submitted is within the time limit.

1. All communications regarding this RFP will be directed through the Project Manager, Mr Danial Rochford on +686 7207245 or the above email address.
2. Explanatory material and any other advice sort, if provided to one, will be provided to all interested parties.
3. It is the tenderers sole responsibility to ensure that RFP responses, amendments or withdrawal requests are submitted by the scheduled due date and time.
4. The respondent must clearly mark as "Confidential" each part of their response, which they consider to be proprietary information.
5. Any RFP does not commit Air Kiribati to award a contract, to pay any costs incurred in the preparation of RFP submitted, or to procure or contract for the services. Air Kiribati reserves the right to accept or reject or cancel in part, or in its entirety offers received because of this request if deemed to be in the best interest of Air Kiribati to do so.
6. Joint proposers are acceptable, however joint proposers must:
 - Identify all of the parties to the proposal;
 - State the nature of the relationship between the parties for the purpose of the joint proposal;
 - Specify which requirements each party will be responsible for delivering;
 - Identify the structure and systems that support joint governance, accountability and financial and contract management;
 - And be signed by all parties.

c. Proposal Closing Time

Subject to the terms, conditions, provisions, and the enclosed specifications, responses to this RFP will be received by Air Kiribati prior to the stated date and time. Responses received after the scheduled due date and time will be rejected.

All proposals submitted by the closing time will be considered. Evaluation of the responses to this RFP will be in accordance with the Evaluation Criteria described in Appendix C. Failure to comply with the Standard Conditions will result in immediate exclusion from the Evaluation process.

Invitation for Proposals close on 28th June 2019 - 1700 Gilbert Island Time (UTC +12)

Selection Process

Proposals shall remain open for acceptance and shall not be withdrawn for a period of sixty (60) working days from the Closing Date of the Tender. The Principal or their representative will notify unsuccessful proposers in writing within 10 working days of acceptance of the successful proposer.

If no proposer is accepted by the Principal within twenty (20) working days after the Closing Date, each proposer will be notified in writing by the Principal or their representative whether their Proposal is still under consideration or is no longer being considered.

The Evaluation Team reserves the right to contact referees and/or customers regarding the performance of the proposer as it may pertain to this RFP.

The Principal shall not be bound to accept the lowest priced Proposal or the highest scored Proposal or any Proposal.

d. Probity

The proposal will be evaluated in accordance with the guidelines contained within the appendices to this RFP, the procurement act of the Republic of Kiribati, and the management manual of Air Kiribati. No gifts or entertainment of any nature will be permitted between any parties involved throughout the tender process, including: proposers or potential proposers, team members, evaluation team members, or any other member or organisation that may have an involvement with any aspect of the proposal process.

e. Confidentiality

All commercial and technical information supplied to Proposers shall not be used for purposes other than the preparation of a Proposal without the approval of the Principal.

Information submitted by a Proposer shall be regarded as confidential and shall not be disclosed to a third party except with the prior written agreement of the Proposer.

f. Conditions of Proposal

1. Proposals must be completed in the format contained in Appendix A of this RFP. If offers do not comply with this format, they will not be accepted.
2. Proposals must be deposited in the required form by the closing time as specified in this RFP.
3. All proposals and related documentation in respect of this RFP must be in the English language.
4. Tenderers must tender to provide services for the whole of the proposed works as specified in the scope.
5. All prices must be in Australian dollars.
6. Any other item that is critical to the delivery of the requirement and cannot be compromised. For example, there might be pre-qualification conditions attached to the RFP and proposers not meeting such requirements could be excluded.

g. Information supplied by Proposer

The Principal may contact the Proposer's referees, competitors, or customers to enquire about the previous performance of the Proposer, and/or make any other enquiries about the Proposer, as the Principal deems necessary.

h. Assignment Schedule

The proposer is required to submit, on placement of the Proposal, a schedule outlining how they will complete the assignment. This will be from the time of execution of a contract to the contract completion, including submission of the Completion Report.

The Proposer should identify any risks to completing the contract within their proposed timeline and measures to address those risks.

The work schedule costs must be for all the costs related to the delivery of the outputs specified in the proposal.

TECHNICAL AND SCOPE INSTRUCTIONS



Overview

Air Kiribati are seeking to procure the following items:

- 2 X DPL Lifts
- 7 X baggage carts
- Aircraft Wheelchairs
- One ground power unit
- Two air start units
- One Lavatory/Water Cart
- At least six sets of extendable stairs.

All of these items can be either second hand or new items or a mixture of both as options. Tenders must clearly mention if an item is used and all relevant technical data.

Freight

Each tenderer will provide a full quotation to freight all items to two locations. These being:

- Tarawa, Republic of Kiribati; and or
- Brisbane Australia

Items for Procurement

1. Disabled Person's Lift

Number of units: 2

Descriptions: We are seeking a constructed DPL for safe, efficient, reliable and dignified boarding and disembarking of aircraft by persons with limited mobility.

Desirable Specifications:

- Rated to lift 300kg; ‘
- Lift up to a height of 3.6m as well as shorter lengths
- It must meet all IATA standards
- 12v battery (solar recharge preferred)
- Operating manual

2. Baggage Carts

Number of Units: 7

Description: Towable baggage cart measuring 2.5 X 1.2 Metres in size.

Desirable Specifications:

- Aluminium body with galvanised steel underframe all with additional rust proofing
- 360 degree rotation in the front wheel
- Auto lock brakes
- Standard two hitch with locking pin (also rust proofed)
- Some form of cover either through rigid wall and ceiling or baggage cover system with cover
- Heavy duty front and rear stops
- Side panels to lessen luggage falling out

3. Aircraft Wheelchairs

Number of Units – 5

Desirable Specifications:

- Aluminium frame
- Dimension Preferences:
 - Seat Height from floor of approx 430mm
 - Seat Width of approx 345mm
 - Seat Length of approx 430mm
 - Seat Back Height from cushion of approx 370mm
 - Maximum Chair Width of approx 390mm
 - Weight of approx. 8 kg
 - Maximum user weight up to 120kg
- Solid 4" wide rear wheels
- Solid rollerblade castors
- Attendant foot brake system
- Black fabric back
- Cushion
- Fold back armrests
- Large foldable push handle
- Leg and chest straps
- Air Kiribati Logo to be placed on back

4. Ground Power Unit

Number of Units – 1

Desirable Specifications:

- Diesel Engine Towing type Ground Power Unit should be able to provide electrical power to all Civil Aircraft including Embraer 190E2, Boeing 737 and Airbus A320;
- Towing type, front steering system with turn table;
- Engine - Diesel, direct injection, turbo charge, liquid cooled engine. (Please specify make and model of the engine);
- Generator - Should produce and supply the regulated 400 HZ, 115/200Volt AC (nominal) 3 Phase 4 wire (grounded neutral) Y connected, to parked Aircraft for operation of the Aircraft;
- Electrical and equipment when the on-board generators are not running 180 KVA capacity;
- Electrical Characteristics;
 - Load, voltage, frequency, control circuit, Environmental conditions, and ranges should cover AHM 972.
 - Safety devices should be provided to protect Aircraft instruments and devices, when the GPU is defective.
- Preventive and controlling mechanisms;
 - Master switch should be provided.
 - Easy cleaning material for canopy panels should be provided.

- The control panel should have easy accessibility of controls and instruments and should contain all necessary equipment for the operation and should have control of power source and alternator.
- The panel controls and instruments should be separately identified clearly and distinctly divided between power source, alternator controls and instruments.
- Anti-towing safety feature – This feature should be available to prevent the GPU towing away when the GPU is still connected to the Aircraft.
- Turning Radius - Less than 3.5 m;
- Noise Level should not exceed 85 dBA;
- Dual output cables including weather proof six pins power socket with caps and should be long enough for operations (minimum 6m);
- A 28 volts DC power output package should be included with cables (minimum 6m);
- System with failure warning indicators (Standard technical and safety warnings/indicators)
- A flashing amber beacon and fire extinguisher should be provided free of charge;
- All information tags/warnings indicators/other tags and displays should be in English language;
- Unit should be installed on a solid structure, with wheels (wheels complete with spring leaf system) and cart bolts, which should withstand the extra load exerted when a sharp turn is taken;
- Shoe operated manual parking brakes engage when tow bar in upright position;
- Cable trays should be provided to keep the cables safely;
- One spare wheel of each size to be provided free of charge;
- Three hard copy and bound sets of operation, maintenance and spare parts manuals in English language should be provided free of charge + plus one Electronic copy;
- Please provide separate spare parts manuals for Engine, Generator/electrical & rest of the parts related to the GSE;
- Guarantee for availability of spares for a minimum of 10 years' service/maintenance;
- Commissioning of unit at our site and training of staff should be provided free of charge.
- Commissioning of the units should be handled by a qualified engineer of the relevant field from the manufacturing company;
- Warranty period – Minimum two years;
- Tool box with required tools and jack should be provided free of charge;
- Essential spare parts list required for servicing of the equipment for the first year should be specified in the technical offer, and to be provided free of charge along with the delivery of the equipment;
- List of recommended spares required for the first two years of service/maintenance & prices of the same should be provided with the technical offer;
- Commissioning of unit at our site and training of staff should be provided free of charge;
- Commissioning of the units should be handled by a qualified engineer in the relevant field from the manufacturing company;
- Removable /rechargeable type fire extinguisher should be provided free of charge which is attached to the GPU;
- Product brochure (hard copy) should be provided with the technical offer without prices.

5. Air Start Unit

Number of Units: 2

Desirable Specifications:

- Air Start Cart Unit (ASU) shall meet the engine starting requirements of transport category Airplane A320, 737, Embraer 190 E2.
- ASU must be trailer mounted on a four-wheel arrangement.
- The ASU must have continuous flow jet engine starting units, producing 400 pounds per minute (ppm) of airflow @ 40-42 psig. Automatic throttle roll back system to decrease engine rpm when full output is not required, reducing noise and fuel consumption.
- Two modes operation: Air start/ AC Pack 2. Must have diesel engine with rating of suitable minimum 900 brake horse power (BHP).
- The RFP must list the brand of Engine
- The number of cylinder: bore size, stroke length; model, manufacturer, country of origin & other relevant information must be clearly mentioned. Engine polluting emission standards is of EPA-TIER 3/EU Stage III or higher.
- 3. Protections for engines:
 - Low lube oil pressure
 - High coolant temperature
 - Low level cooling agent
 - Air filter clogging up
 - Over speed
 - Under speed
- Electrical system: 24 volt D.C.
- Protections for compressors:
 - Low lube oil pressure
 - High lube oil temperature
 - Safety valve to limit discharge pressure
 - Air filter clogging up
- Air system must be designed in such a way that pressurized air is delivered continuously from the air compressor to airplane engine through delivery hoses without using any intermediate storage/ reservoir air tank
- Protection for systems:
 - High delivery air temperature shutdown
 - High delivery air pressure (relieving to atmosphere)
 - Engine shutdown is de-activated during AST mode operation
- Must have 03 independent delivery hoses and each hose is 30-40 feet long. They have separate male adaptors (similar to that of aircraft receptacles where delivery hose couplings are connected) installed at a suitable place of each unit for preservation of delivery hoses while not in use as well as to check the serviceability/ functioning of the hose coupling mechanism.
- All components and accessories are so suitably placed that there must have sufficient space for maintenance work.
- Must have a flashing type amber beacon light mounted on a suitable location of the equipment.
- One fire Extinguisher bottle, four spare Wheel assemblies (two front and two rear) in fully assembled condition must be provided for each Equipment by the suppliers or Manufacturers.
- A compliance statement must be provided separately showing details against each point of the specification

6. Lavatory and Potable Water Cart

Number of Units: 1 Lavatory Cart – 1 Potable Water Cart

Description: To be located on Kiritimati Island, we are seeking rfps for a Lavatory and Potable Water Cart.

Desirable Specifications:Lavatory Cart

- Must have Galvanised Steel Chassis with extra rust protection
- Stainless Steel Tanks
- Quality pump
- Powder coated tow bar
- Macerating Pump Discharge
- Hose fitting for 737, A320, E190E2.
- Operating Manuals

Potable Water Cart

- Must have Galvanised Steel Chassis with extra rust protection
- Stainless Steel tanks
- 12v Water Pump and Battery
- Replaceable water filters
- Couplings that are compatible to 737, A320 and E190E2
- Operating Manuals

7. Passenger Air StairsNumber of Units: 7

Description: To allow the ease of access on and off aircraft for passengers we are requiring 7 sets of stairs. These stairs will be positioned around the Air Kiribati network. Our preference are extendable stairs that can be utilised for various heights of different aircraft types. All stairs must cater for 737 MAX, A320 and most importantly E190 E2.

All stairs must provide DPL access gate.

Please quote options for covered stairs and airline signage on the exterior of the stairs below the hand rail.

Desirable Specifications:

- Height to accommodate an E190E2 aircraft
- Heavy Duty Steel Main Frame
- Grip Walk Surface.
- Front Rigid Axle with Solid Rubber Tires.
- Single Rear Heavy Duty Steering Caster
- 1300kg capacity
- Operating Manuals

8. Bag LoaderNumber of Units: 1

Description: To be located in Kiritimati (Christmas Island), Air Kiribati requires a motorised baggage loading device that is able to be towed by a tug, reach the high to service an A320, 737 MAX and E190 E2. It needs to be able to convey both forward and reverse modes.

Desirable Specifications:

- Baggage Loader that can reach up to 2.8M to 3M
- Galvanised Steel manufacture – extra rust protection
- Guard rails
- Powder coated towbar
- Floating front axle
- Electric start Diesel Engine
- Low profile industrial tyres
- Minimum 3 ply heavy duty belt
- 400 mm extension tongue to fit inside the aircraft



APPENDICES

APPENDIX A - Form of Response to RFP

Agreement to Terms

Danial Rochford
Air Kiribati
General Manager Commercial and Operations
Bonriki International Airport
Tarawa
Republic of Kiribati

Email: drochford@airkiribati.com.au
Ph: +686 72074245

Having examined the Request for Proposal issued by Air Kiribati number 2/2019 dated xxxxxx we submit the following offer.

We offer to complete, handover to the Principal and remedy defects in the whole of the said proposal specifications in conformity with these proposal for the sum of [insert the price offered in text with the value in numbers thus (AUD\$_____.)]

We agree to abide by this proposal for a period of sixty (60) days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted by you at any time before the expiry of that period.

Unless and until a Contract Agreement is prepared and executed, this proposal together with your written acceptance thereof, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any Tender you may receive.

We understand that no contract shall come into existence, and no legal or other obligations shall arise between us and you (or between us and any other agent of the Principal) in relation to the conduct, outcome or otherwise of the Tender process, prior to and apart from your acceptance of our Proposal.

We understand that you may contact the referees nominated by us in this offer and make whatever enquiries you deem necessary regarding our financial health and ability to deliver the Services. Further, during the assessment stage we understand and agree that you may request specific information from all proposers in order to assist your assessment. We acknowledge that a failure to provide such information may result in disqualification from the process.

We provide the following information required to be submitted with this Proposal:

- All technical specifications of each item being offered;
- Completed Schedule of Prices
- Preliminary Delivery Programme and Timeline
- List of Referees you may contact in relation to this offer.
- Any other information or addition to scope that may be relevant or you believe may be of benefit

Signature:	
Printed Name:	
Position Held:	
Proposer:	
Address:	
Date:	
E-mail Address:	
Phone No.:	
Facsimile No.:	

General Information

Please complete the following. Use additional pages if required.

Company Legal Name:	
Company Registration Number:	
Contact Person	
Physical Address	
Postal Address	
Telephone Number	
Email Address	
Indemnity and other Insurance Details	
Statement of Company's General Expertise	
a). Describe details of the company's/individual's experience in providing these type of items	

b) Describe the technical specifications of the items being offered
c) Describe any risks that could impede the contract and ways to address these.

Proposal

Please complete the following. Use additional pages if required.

Technical proposal	Provide written and technical drawings to describe the turnkey solution that is being proposed
Commercial Proposal	Provide financial and costing details to describe the cost, terms and conditions that are being proposed. At a minimum provide a cost breakdown between off site costs and on site costs including overheads

Referees who may be contacted

Name:	
Company:	
Address:	
E-mail Address:	
Phone No.:	
Facsimile No.:	
Nature of Relationship with Proposer:	

APPENDIX B Evaluation Criteria

The Evaluation Criteria has been drawn from the Statement of Requirements, Standard Conditions and Special Conditions as articulated in the RFP. Proposals that did not meet the Standard Conditions are deemed non-compliant.

The Evaluation Committee for this RFP reserves the right to reject the lowest priced bid, or the bid with the highest aggregate score.

Criterion	Complies Yes or No
Proposal is completed in the format contained in Appendix A of the RFP.	
Proposal must be deposited in the required form by email by the closing time specified in the RFP.	
Proposal and related documentation must be in the English language.	
Proposal has provided for the technical specifications as requested	
Prices are provided in AUD	

Evaluation weighting

Non Price Criteria	
Conformance to technical specifications	30
Quality of solution	30
Past Performance	10
Total Non Price elements	70
PRICE	30
TOTAL Weighting	100

Risk

The Evaluation Committee will conduct a Risk Assessment for each Proposal submitted. This will identify the most significant risks presented by the proposal and consider the Likelihood of the risk occurring; the consequence of that risk; and a risk mitigation strategy. In conclusion, the mitigated risk will be determined to form an overall measure of the risk represented by each Proposal.

The Risk Mitigation Strategy may include the inclusion of specific clauses in the executed contract. Therefore, a proposer considered to be High Risk might still be selected subject to the Tenderer's willingness to accept the proposed contract amendments.