



Ref NO: OD/21 /2 02/23

DATE: 06th July 2023

Sub: SEALED QUOTATION(S) INVITATION FOR PROCUREMENT OF AVIATION (JET A-1) FUEL at SIN

ATTENTION:

Managers,
Aviation Fuel
Sales & Marketing

NEPAL AIRLINES CORPORATION, hereby invites SEALED QUOTATION(S) for Into-Plane Price differential in USC/USG (UNITED STATES CENT(S) per US Gallon (USG) from Aviation Fuel Suppliers/Retailers for supply of Jet A-1 Fuel to Nepal Airlines Aircraft(s) at the following location(s) on Two Year Agreement basis. ESTIMATED UPLIFTMENT in the below table are purely estimates and are subject to change with the flight schedule changes and operational requirements.

AIRPORT (ICAO CODE)	ESTIMATED UPLIFTMENT (TONS/MILLION USG)	CONTRACT PERIOD
Singapore(Changi) International Airport(WSSS)	18969 TONS/6.2420 MILLION USG	Aug 2023 to Aug 2025 (Both Days Inclusive)-To Be Notified Later

The Sealed Quotation(s) should be in accordance with the following details:

1) QUALIFICATION OF THE SELLER

- SELLER must have Aviation Fuel Supply Experience.
- SELLER must have valid license/documents to conduct Fuel Supply Business.
- SELLER and/or it's Into Plane Agent should have valid quality Certification from the appropriate authority.
- SELLER and/or it's Into Plane Agent must have own supplying facility at airport.
- SELLER and/or it's Into Plane Agent shall maintain during the term of the agreement an airline aviation general third party liability insurance for a combined single limit of \$ 1,000,000,000 (USD 1 Billion) for each occurrence.
- SELLER must participate in the SEALED QUOTATION(S) directly. No agent or broker will be allowed for SEALED QUOTATION(S) OFFER, negotiation or any type of communication.
- The SELLER must provide adequate documents and /or information in support of the above requirements.



- 2) **Price Escalation/De-Escalation Mechanism**
Please indicate Platt's Oil Gram market to which your price will be linked for the purpose of escalation/de-escalation mechanism. This will be indicated clearly in a sample invoice marked clearly as "Provided For Sealed Quotation".
- 3) **Taxes/fees and 3rd Party Charges**
Quoted Prices to be inclusive of all taxes/fees/duties, 3rd party charges, and all levies. These will be indicated clearly in a sample invoice marked clearly as "Provided For Sealed Quotation". Source of exchange rate for taxes/fees in currency other than USD shall be clearly mentioned and notifications of same shall be shared with NEPAL AIRLINES as per invoicing frequency.
- 4) **Fixed Differential(Margin)**
Fixed Differential will be quoted for the entire contract period and will remain fixed through the currency of contract which will be part of the contract price for a respective location. It will be quoted in USD and shall be linked directly or indirectly to any other currency whatsoever & will be indicated clearly in a sample invoice marked clearly as "Provided For Sealed Quotation".
- 5) **Conversion Factor/Exchange Rate**
Conversion rate from : (a) LTR to USG, (b) MT to USG shall be clearly mentioned at the time of submission of Sealed Quotation(s).
- 6) **Payment/Credit Terms**
Please indicate credit period and invoicing frequency clearly in your offer, unless otherwise indicated credit period shall always be counted from date of invoice.
- 7) **Discounts/Rebates on Expedited Payments**
Please state clearly your offer for discounts/rebates in case of settlement of invoice(s) before due date.
- 8) **Currency of Payment**
USD or the applicable local currency of seller's country.
- 9) **Mode of payment & Name Of The Bank(s)**
Please state clearly your preferred mode of payment. (Pre-Payment/Post Payment) and Bank(s) details.

Handwritten signature



10) Invoicing Frequency & Mode

Please Indicate Clearly the Invoicing Frequency & Mode of Invoice

11) Price Notification Frequency

Please indicate clearly the PRICE NOTIFICATION FREQUENCY.

12) SEALED QUOTATION(S) EVALUATION CRITERIA

The Sealed Quotation(s) for award of contract will be evaluated for lowest quote taking into account the impact of following parameters.

- Platt's Market Quoted
- Fixed Differential(Margin)
- Fees & taxes and
- Opportunity Cost/Saving of funds in case of advance payment or offered credit period.

13) Submission of SEALED QUOTATION(S)

Your SEALED QUOTATION(S) must reach by 1700 Hrs Nepal Standard Time on 13th Jul 2023 in a sealed envelope and delivered through courier at the following address.

DIRECTOR
OPERATIONS DEPARTMENT
HEAD OFFICE, NEPAL AIRLINES CORPORATION
4TH FLOOR, NAC BUILDING
NEW ROAD GATE, KANTIPATH
KATHMANDU, NEPAL
TEL: +977-1-4222268; FAX: +977-1-1-4225348
E-MAIL: od@nac.com.np; bijay.kumar@nac.com.np

And/or alternatively, our International Offices abroad may also receive your Sealed Quotations and help you reach your offer at above address citing very less submission time and time taken by courier companies to deliver the documents.

ENVELOPE SHOULD BE MARKED 'CONFIDENTIAL' AND 'SEALED QUOTATION(S) FOR SUPPLY OF JET FUEL at SIN'

Please note that any Quotation sent through E-mail or Fax will not be entertained.

Please acknowledge the message by fax / email.

14) Terms of Offer

After final award of contract no change in terms and conditions mentioned in original offer shall be accepted unless deemed appropriate by NEPAL AIRLINES. In case of contravention NEPAL AIRLINES reserves the right to reject the offer or SEALED QUOTATION(S). This right shall be without prejudice to any remedy available under the terms of offer.



15) **Unscheduled /VVIP Flights**

NEPAL AIRLINES acts as agent on behalf of Government of Nepal for VVIP flights fuelling. Further, NEPAL AIRLINES also operates charter flights and sometimes flights are diverted due to operational reasons. If for any circumstances mentioned as above, uplift is needed at the above mentioned location and/ or any other location where your refueling facility is available, the said uplift shall also be deemed to be covered in your location offer and contract.

16) **SEALED QUOTATIONS VALIDITY**

The offer should remain valid up to 30th Sep 2023.

17) **Extension of Agreement After End of Contract Period Validity**

Please state clearly your offer for the extension of your agreement beyond contract period as specified in this SEALED QUOTATION(S) INVITATION.

18) **Opening of SEALED QUOTATIONS**

SEALED QUOTATIONS will be opened on the day after the LAST DAY OF SUBMISSION OF SEALED QUOTATION(S) in the presence of the concerned COMMITTEE MEMBERS within NEPAL AIRLINES premises. In case of holiday(s), it will be opened on the subsequent business day.

19) NEPAL AIRLINES reserves the right to accept or reject any or all offers or divide among more than one supplier at any stage, any time without assigning any reason & any liability whatsoever.

20) NEPAL AIRLINES kindly requests you to fill ANNEX A, attached along with this Quotation Invitations, and provide us with the supporting documents accordingly.

21) For any query, please feel free to contact at below given address.

TEL: +977-1-4222268; FAX: +977-1-1-4225348

E-mail: bijay.kumar@nac.com.np

Thanking you

For: Nepal Airlines Corporation

Sr. Capt. Pradip Rajbhandari

Director,

Operations Department



ANNEX A

S.NO:	DATE: 06 th Jul 2023	PARTICULARS	YES	NO	N/A
1		AVIATION FUEL SUPPLY EXPERIENCE			
2		VALID LICENSE AND/OR DOCUMENTS, to Conduct Fuel Supply Business			
3		Valid Quality Certification From The Appropriate Authority			
4		Seller and/or it's ITP must have own supplying Facility at Airport			
5		Airline Aviation General Third Party Liability Insurance of USD 1 Billion			

Note:

- 1) ANNEX A MUST be duly signed and stamped with official seal.
- 2) The party participating in the Quotation process shall submit the attested copy of the document(s) through courier and/or e-mail. The evaluating committee may also seek documents to be submitted via e-mail provided adequate documents have not been enclosed by the participating party with a short notice period, generally 3-5 working days. The party is liable for DISQUALIFICATION for further proceedings if NOT complied with above. However, if appropriate justification, acceptable to Nepal Airlines, is received from the party, then consideration for further proceedings could be granted.