

1. INSTRUCTION TO PROPONENTS

- (i) Documents are available for collection by interested parties at Corporate and Marketing Division, Ground Floor, Ports Department, Muara BT 1728, Brunei Darussalam during normal working hours between **22 June 2009 to 13 July 2009**.
- (ii) A site inspection can be arranged through the office of Corporate and Commercial Division, Ports Department during office hours. Attendance by representatives of all proponents is advisable.
- (iii) Submissions shall be made in duplicate, in sealed envelopes, bearing no name or no logo of the proponent. **Title, reference and closing date** of the tender shall be printed at top of the envelope as follows:

**REQUEST FOR PROPOSAL FOR THE LEASE AND OPERATION
OF THE INLAND CONTAINER DEPOT AT MUARA
FOR LOGISTICS / TRANSHIPMENT / TRANSIT / RE-EXPORT AND
DISTRIBUTION
RFP REFERENCE: JP/RFP1/2009
CLOSING DATE: 13 JULY 2009**

and deposited at the following address:

**The Chairman
Quotation Committee
Ports Department
Ministry of Communications
Muara, BT1728
Brunei Darussalam**

Not later than 1400 Hours on 13 July 2009.

- (iv) No warranty or representation is given by the Government of His Majesty, Ports Department or the Director of Ports in respect of the accuracy, correctness and validity of the information or statements contained herein. It shall be the duty of the proponents to carry out due diligence exercise as they deem fit to ascertain the viability of the proposed project herein. Notwithstanding anything to the contrary herein contained, nothing herein shall be deemed to be an offer in relation to the matters contemplated in respect of the proposed project.

2. SUBMISSION PROCEDURES (TERMS AND CONDITIONS)

2.1 The Submission

- 2.1.1 The prospective proponents shall submit Request for Proposal for the Lease and Operation of Inland Container Depot at Muara for Logistics / Transshipment / Re-Export and Distribution.
- 2.1.2 Upon purchase of the Documents, the prospective proponent shall become registered as a proponent with the right to participate in the submission subject to the terms and conditions set out herein, (hereinafter referred to as “the proponent”).
- 2.1.3 The current address of the proponent furnished by the proponent shall be the address at which the Director of Ports shall serve all the notices. Notice(s) shall be deemed to be validly served by the Director when they are sent by registered mail to the Proponent.
- 2.1.4 A site inspection can be arranged through the office of Corporate and Commercial Division, Ports Department. Proponent’s attendance is advisable. It is hereby deemed that the proponents will make themselves fully acquainted with all relevant factors/considerations and have collated all requisite data for the submission of the Proposals.
- 2.1.5 Registered proponents may send queries, if any, to the Director of Ports on or before **13 July 2009**. No interpretation, revision or other communication regarding the Submission is valid unless given in writing and signed by the Director of Ports. Written copies of clarifications, responses to queries including description of the enquiry but without identifying the proponent who made the enquiry, shall be sent to all proponents by the Director of Ports.
- 2.1.6 At any time prior to the deadline for submission of the Proposals, the Director of Ports, may at his own initiative, amend the documents and its contents thereof, by way of issuing an addendum. The addendum shall be sent in writing to all the proponents and shall be binding upon them. Receipt of the Addendum shall be acknowledged in writing by all the proponents.

2.2 The Proposals

- 2.2.1 Every proponent is required to submit its offer in duplicate in one sealed cover containing the “Request for Business Proposal for Lease and Operation of the Inland Container Depot at Muara for Logistics / Transshipment / Re-Export and Distribution”.
- 2.2.2 Any information, data or material (“information”) in the Proposal which are intended to be confidential must be marked as such by the proponent. The Director of Ports shall treat all such confidential information in confidence and shall require that all who have access to such information to treat it in confidence.
- 2.2.3 The Proposal shall be submitted by the closing date, **13 July 2009 not later than 1400 Hours** to The Chairman, Quotation Committee, Ports Department, Ministry of Communications, Muara, BT1728 Brunei Darussalam.
- 2.2.4 The proponents shall provide all relevant information including the following: -

2.2.4.1 Lease and Operation of Inland Container Depot

(i) Corporate and Financial Profile

(a) Corporate Profile of the Proponent

- Provide the company’s Certificate of Business Registration. Format in **ATTACHMENT ‘B’** to be used.

(b) Financial and Bank References

- Audited financial statements for the past five years.
- Other supporting information, at proponent’s choice.
- Name and address of the Bank(s) and the Bank Manager(s).
- Reference letter from the Bank Manager(s) confirming Proponent’s ability to handle financial aspects of the proposed contract.

(ii) Track Record

- (a) The proponent's direct involvement in the lease of warehouse facilities in the region for the past five years shall be the basic requirement to participate in this exercise.
- (b) The proponents shall outline their experience in the handling and storage of Dangerous Goods, and how they propose to maintain an adequate level of preparedness for Dangerous Goods related accidents.

(iii) Business Development Proposal

- (a) Detailed business proposal.
- (b) The proponent may propose business activities that will be carried out in the said premises.
- (c) Detailed short, medium and long-term investment plan.

(iv) Organisation Chart

(v) Equipment to be Installed

(vi) Financial Offer

- (a) The proponent may propose rental rate per square feet per month. The proposed rental rate shall take into account any cost that the proponent would incur in repairing and upgrading facilities such as electrical wiring, etc.
- (b) Details of financial offer as format in **ATTACHMENT 'A'**.

2.2.5 The proponent shall bear all the costs and expenses incurred in the preparation and submission of the proposal and all its subsequent participation in the negotiation process leading up to the award, if any, of the project.

2.2.6 The successful proponent will be required to pay **three (3) months** rental deposit. The deposit held by the Director of Ports during any time whatsoever shall not be subject to payment of any interest by the Director of Ports to the proponents. The Director of Ports will withdraw the award forthwith if the successful proponent fails to furnish the deposit as aforesaid prior to signing of Tenancy Agreement.

2.3 The Evaluation

2.3.1 Proposal which would increase Muara Port throughput and support Muara Port's mission to become the Hub Port will be given highest consideration.

2.3.2 Prior to the evaluation of the proposal, the Director of Ports will determine whether each proposal is substantially responsive to the requirements of the documents herein. A substantially responsive proposal shall be deemed as one which conforms to all the terms, conditions and specifications of the documents without material deviation or subject to any reservation.

2.3.3 If a proposal is not substantially responsive as aforesaid, it will be rejected by the Director of Ports. No amendments or changes shall be permitted to make the proposal responsive.

3. BACKGROUND AND OBJECTIVES

3.1 Background

Muara Port, the main trade gateway for Brunei Darussalam, was first used for commercial purposes upon its completion in 1973. Royal Customs and Excise Department then managed it. At the beginning, the main objective of Muara Port was to facilitate cargoes importation into Brunei Darussalam. Muara Port has been managed and operated by Ports Department since its establishment in 1986.

Over the past 20 years, Muara Port was expanded to cater the growth in trade import and export. There was considerable infrastructure development where berth length was extended to 861 metres and warehouses were expanded. Port efficiency and productivity were enhanced through installation of equipment and technology. Variety of services was introduced. Greater participation of private sector was witnessed. In 1997, Muara Container Terminal was completed to cater the

growth in local container traffic as well as to complement services offered by other container ports in the region.

Muara Port aspires to be the hub port for the BIMP-EAGA region. In this regard, Muara Port encourages shipping lines to provide direct shipping services to Muara Port as well as to carry out transshipment activities at Muara Port. Manufacturers and distributors are also encouraged to establish distribution and logistics centres at Muara Port.

Located midway between East and West of South East and a convenient stopping point for regional trade traffic, the Muara Port is an ideal regional hub. Brunei Darussalam's strategic location can easily access and reach 50 million customers in the surrounding markets. The Pan-Borneo Highways connect Muara Port to Sarawak, Sabah and Kalimantan, Indonesia. By sea, feeder operators provide regular scheduled sailings direct from Muara to neighbouring states and most ASEAN countries. Where time is of the essence, goods can take off from Brunei International Airport. The airport offers direct flights to and from most ASEAN destinations. Taken together, it all adds up to an unrivalled land, sea and air transportation network for keeping the goods on the move and getting them to the markets regionally.

3.2 Property To Be Leased Out

Inland Container Depot at Muara (See **ATTACHMENT 'C'**) including office space to reputable Local, Regional and Global Players particularly in Multimodal Transport Operators, Logistics Service Providers, Importers and Exporters.

3.3 Business activities that can be carried out in this area but not limited to the followings

- (i) Logistics Centre
- (ii) Distribution Centre
- (iii) Cargo Consolidation / Deconsolidation
- (iv) Storage Area
- (v) Cargo/Container Transit/Transshipment
- (vi) Packing/Repacking
- (vii) Assembly of goods
- (viii) Vanning and Devanning for import and export cargoes
- (ix) Manufacturing
- (x) Trading House

4. SCOPE OF WORK

- (i) To perform stuffing and un-stuffing activities.
- (ii) To provide storage of loose cargo services within the Inland Container Depot.
- (iii) To perform lift-on and lift-off services from the Muara Port to the Inland Container Depot.
- (iv) To issue invoices for storage services to the Consignee.
- (v) To issue invoices for lift-on and lift-off services and payable to Ports Department.

5. DURATION

The contract between The Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam represented by and acting through the Ports Department, Ministry of Communications and the successful proponent is for the duration of **three (3) years** and can be extended subject to the mutual agreement.

FINANCIAL OFFER

BLOCK	AREA	PROPOSED ACTIVITIES	PROPOSED RENTAL PER SQUARE FEET PER MONTH
Inland Container Depot (ICD), Muara	18,000 sq. ft. @ 3,600 per sq. ft.		

ATTACHMENT 'B'

PROPONENT'S CORPORATE PROFILE

(1) Company / Business name

(2) Office Address

(3) Representation Address in Brunei Darussalam (if applicable)

(4) Contact Numbers:

(4.1) Telephone : _____

(4.2) Fax : _____

(4.3) Telex : _____

(4.4) E-mail : _____

(5) Type of Organisation (Please Tick)

(5.1) Single Proprietorship ()

(5.2) Partnership ()

(5.3) Corporation ()

(5.4) Joint Venture ()

(5.5) Other (Specify) ()

(5.6) Date of Incorporation
(Attach Articles of Incorporation) ()

(6) Details of Ownership

List of Stockholders/Members who own 10% or more of the stocks and the interest in the company.

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