

TERMS OF REFERENCE

PROJECT NAME : Procurement of Sea Freight Services for the Shipment of Diplomatic Household Goods and Personal Effects from Jakarta, Indonesia to Manila, Philippines

APPROVED BUDGET FOR THE CONTRACT : IDR 207,438,000

BACKGROUND

The Permanent Mission of the Philippines to ASEAN in Jakarta, Indonesia intends to procure sea freight services for the shipment of diplomatic household goods and personal effects from Jakarta, Indonesia to Manila, Philippines.

OBJECTIVE

The objective of this undertaking is to procure sea freight services from a reliable and legitimate shipping company. The goods and effects are to be delivered safely and securely without any damage.

APPLICABLE RULES AND REGULATIONS

The selection of a sea freight service provider for the project shall be done in accordance with Republic Act 9184, otherwise known as the Government Procurement Reform Act and its 2016 Revised Implementing Rules and Regulations.

The Permanent Mission of the Philippines to ASEAN in Jakarta, Indonesia, by entering into a contract with the successful bidder, does not waive its sovereign immunity, as the project is being undertaken as an official act. In this regard, any conflict arising from the implementation of the project shall be resolved through negotiations.

SERVICES

Service Type	Full Door-to-Door Delivery Service
Size of Container	20 feet
Others	At the residence The company must be able to: <ul style="list-style-type: none">- Supply all the necessary materials for packing of breakable and non-breakable items- Provide full professional packing crew- Provide mold and mildew protection for the household goods or effects

	<ul style="list-style-type: none"> - Prepare a numbered inventory list with basic description of items (in English) - Provide the equipment and shoulder transportation expenses to bring the household goods or effects to the company's facility and the eventual loading into the container <p>While on transit</p> <p>The company must be able to shoulder the following:</p> <ul style="list-style-type: none"> - All trucking or container haulage required in Indonesia - Payment for sea freight related costs both at the port of entry and destination - Terminal handling charges and all other related port handling charges <p>At the destination</p> <p>The company must be able to:</p> <ul style="list-style-type: none"> - Coordinate and process the customs clearance applicable to the shipment - Shoulder the cost of trucking or container haulage to the residence or destination - Directly deliver the household goods or effects to the exact destination - Unpack and set up the household goods or effects at the time of delivery - Remove the debris after the unpacking and set up - Return the empty container to the terminal - Assist with insurance claim processing, if necessary - Deliver all shipped items in good condition
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PAYMENT SCHEME

One-time payment will be made within thirty (30) days from the date of receipt of the official invoice.