



DOCUMENT TITLE	Invitation to Tender MAG/2009/03/Freight and Warehousing	DOCUMENT REFERENCE	CSS/ITT/003
AUTHOR	Peter Wright	DATE	11/06/2009
ISSUE	1	DOCUMENT TYPE	Invitation to Tender

MAG is seeking bids to be provided, in the most cost effective manner, air and sea freight services and for warehousing and consolidation of shipments.

Freight Services

MAG air freight over the last two years:

Table shows consignments by destinations, origins are from MAG's suppliers in Europe, the Americas and Asia.

	2007			2008		
	Number	Volume M3	Weight KG	Number	Volume M3	Weight Kg
ANGOLA	2	1	491	3	5	1,696
BURUNDI	0	0	0	3	1	171
CONGO	2	2	286	0	0	0
DRC	8	9	1,032	8	14	2,278
IRAQ	5	1	143	8	5	1,073
KENYA	5	8	1,631	10	17	3,304
LAOS	1	2	263	2	4	349
LEBANON	15	35	4,949	3	5	699
RWANDA	0	0	0	2	4	1,600
SOMALIA	0	0	0	2	1	88
SOUTH AFRICA	0	0	0	3	6	779
SUDAN	5	2	460	8	15	1,937
UGANDA	0	0	0	1	0	30
VIETNAM	0	0	0	4	7	902
	43	60	9,255	57	83	14,904

MAG has also sent a total of 17 vehicles by containerized sea freight from our supplier in Europe to Mombasa - Kenya, and an additional 4 to Matadi – DRC over this period

MAG offers no guarantees that the level of purchase for the period cover by this invention to tender will meet or exceed the indicative figures supplied above.

Freight scenarios are in Annex 4

Warehousing

MAG will need to store various supplies with our chosen freight forwarder for both short and long-term, together with consolidation of loads and consignments before despatch. Please advise how much storage space you would provide for MAG's sole use – FREE OF CHARGE.

If space is required over and above this amount, please advise the cost for this on a cubic meter per month basis.



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Supply chain fulfilment

MAG will also require our chosen freight forwarder to undertake an order checking service. We require our chosen freight forwarder to collect orders from our suppliers, bring them to a central point, check the contents against the packing list and purchase order to ensure the order is complete, then consolidate the shipment before delivering it to its destination.

We will also require that consignments are re packed as necessary

- Please indicate the hourly fee for receiving equipment and checking it against PO and delivery note. MAG anticipates asking for a sample of 25% of each consignment to be checked.
- Do you hold a specific license for storage/handling of dangerous goods? Specifically with reference to explosives. (Provide examples)

MAG would also require a single dedicated point of contact with the freighting agency through which all request are initially channelled through.

- Please provide a list of all your companies' offices in Africa and Asia (formally company offices not appointed agents)

Quotation requirement

- Please provide 2 alternative routings for each consignment as detailed on the excel spread sheet.