



**DEPARTMENT OF CIVIL AVIATION**  
**OPEN ADVERTISED BIDDING**  
**( INTERNATIONAL )**

**Supply, Installation and  
Commissioning of Aeronautical  
Information Management System**

**Procurement Reference No:  
CAV/QUO NO. 16 OF 2023/24**

***Project: Supply, Installation and Commissioning of  
Electronic-Aeronautical Information Publication (e-  
AIP) including Electronic Charting and NOTAM  
Management System***

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## **PART 1 – Bidding Procedures**

# Section I. Instructions to Bidders

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## Section I. Instructions to Bidders

### A. General

- 1. Scope of Bid**

  - 1.1 The Purchaser **indicated in the Bidding Data Sheet (BDS)**, issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as specified in Section V, Schedule of Requirements. The name and identification number of this procurement through Open Advertised Bidding (open for local and overseas suppliers) are **specified in the BDS**. The name, identification, and number of lots are **provided in the BDS**.
  - 1.2 Throughout these Bidding Documents:

    - (a) the term “in writing” means communicated in written form (e.g. by mail, e-mail, fax,) with proof of receipt;
    - (b) if the context so requires, “singular” means “plural” and vice versa; and
    - (c) “day” means calendar day.
- 2. Source of Funds**

  - 2.1 Unless otherwise stated in the **BDS**, this procurement shall be financed by the Public Body’s own budgetary allocation.
- 3. Public Entities Related to Bidding Documents and to Challenge and Appeal**

  - 3.1 The public entities related to these bidding documents are the Public Body, acting as procurement entity (Purchaser), the Procurement Policy Office, in charge of issuing standard bidding documents and responsible for any amendment these may require, the Central Procurement Board in charge of vetting Bidding document, receiving and evaluation of bids in respect of major contracts and the Independent Review Panel, set up under the Public Procurement Act 2006 (hereinafter referred to as the Act.)
  - 3.2 Sections 43, 44 and 45 of the Act provide for challenge and review mechanism. Unsatisfied bidders shall follow procedures prescribed in Regulations 48, 49 and 50 of the Public Procurement Regulations 2008 to challenge procurement proceedings and award of procurement contracts or to file application for review at the Independent Review Panel.
  - 3.3 Challenges and Applications for Review shall be forwarded to the addresses indicated **in the BDS**;

**4. Fraud and Corruption**

4.1 It is the policy of the Government of the Republic of Mauritius to require Public Bodies, as well as bidders, suppliers, and contractors and their agents (whether declared or not), personnel, subcontractors, sub-consultants, service providers and suppliers, observe the highest standard of ethics during the procurement and execution of contracts. <sup>1</sup> In pursuance of this policy, the Government of the Republic of Mauritius:

(a) defines, for the purposes of this provision, the terms set forth below as follows:

- (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party<sup>2</sup>;
- (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;<sup>3</sup>
- (iii) “collusive practice” is an arrangement between two or more parties<sup>4</sup> designed to achieve an improper purpose, including to influence improperly the actions of another party;
- (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party<sup>5</sup> or the property of the party to influence improperly the actions of a party;
- (v) “obstructive practice” is
  - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the Purchaser’s investigation into allegations of a

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<sup>1</sup> In this context, any action taken by a bidder, supplier, contractor, or any of its personnel, agents, sub-consultants, sub-contractors, service providers, suppliers and/or their employees to influence the procurement process or contract execution for undue advantage is improper.

<sup>2</sup> “Another party” refers to a public official acting in relation to the procurement process or contract execution. In this context, “public official” includes Purchaser’s staff and employees of other organizations taking or reviewing procurement decisions.

<sup>3</sup> “Party” refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract execution.

<sup>4</sup> “Parties” refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, noncompetitive levels.

<sup>5</sup> “Party” refers to a participant in the procurement process or contract execution.

corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or

- (bb) acts intended to materially impede the exercise of the Purchaser's inspection and audit rights provided for under sub-clause 4.2 below.
  - (b) will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question; and
  - (c) will sanction a firm or an individual, at any time, in accordance with prevailing legislations, including by publicly declaring such firm or individual ineligible, for a stated period of time: (i) to be awarded a public contract; and (ii) to be a nominated<sup>b</sup> sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a public contract.
- 4.2 In further pursuance of this policy, Bidders shall permit the Purchaser to inspect any accounts and records and other documents relating to the Bid submission and contract performance, and to have them audited by auditors appointed by the Purchaser.
- 4.3 Furthermore, bidders shall be aware of the provision in Clauses 3.1 and 35.1 (a) of the General Conditions of Contract.
- 4.4 Bidders, suppliers and public officials shall also be aware of the provisions stated in sections 51 and 52 of the Public Procurement Act which can be consulted on the website of the Procurement Policy Office (PPO) : [ppo.govmu.org](http://ppo.govmu.org)
- 4.5 The Purchaser commits itself to take all measures necessary to prevent fraud and corruption and ensures that none of its staff, personally or through his/her close relatives or through a third party, will in connection with the bid for, or the execution of a

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<sup>b</sup> A nominated sub-contractor, consultant, manufacturer or supplier, or service provider (different names are used depending on the particular bidding document) is one which either has been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that are accounted for in the evaluation of the bidder's pre-qualification application or the bid; or (ii) appointed by the Purchaser.



contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to. If the Purchaser obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of Mauritius or if there be a substantive suspicion in this regard, he will inform the relevant authority(ies) and in addition can initiate disciplinary actions. Furthermore, such bid shall be rejected.

**5. Eligible Bidders**

- 5.1 (a) Subject to ITB 5.4, A Bidder, and all parties constituting the Bidder, may have the nationality of any country. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including Related Services.
- (b) A Bidder may be a natural person, private entity, government-owned entity (subject to ITB 5.5) or any combination of them with a formal intent to enter into an agreement or under an existing agreement in the form of a Joint Venture (JV). In the case of a JV:
- (i) all parties to the JV shall be jointly and severally liable; and
  - (ii) a JV shall nominate a Representative who shall have the authority to conduct all businesses for and on behalf of any and all the parties of the JV during the bidding process and, in the event the JV is awarded the Contract, during contract execution.
- 5.2 A Bidder shall not have conflict of interest. All bidders found to have conflict of interest shall be disqualified. A Bidder may be considered to be in a conflict of interest with one or more parties in this bidding process if, including but not limited to:
- (a) have controlling shareholders in common; or
  - (b) receive or have received any direct or indirect subsidy from any of them; or
  - (c) have the same legal representative for purposes of this Bid; or
  - (d) have a relationship with each other, directly or through common third parties, that puts them in a position to have

access to information about or influence on the Bid of another Bidder, or influence the decisions of the Purchaser regarding this bidding process; or

- (e) a Bidder participates in more than one bid in this bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which it is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one bid; or
- (f) a Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the goods and services that are the subject of the bid.

5.3 (a) A Bidder that is under a declaration of ineligibility by the Government of Mauritius in accordance with applicable laws at the date of the deadline for bid submission or thereafter, shall be disqualified.

(b) Bids from suppliers appearing on the ineligibility lists of African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, Inter-American Development Bank Group and World Bank Group shall be rejected.

Links for checking the ineligibility lists are available on the PPO's website: *ppo.govmu.org*

5.4 A firm shall be excluded if by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Mauritius prohibits any import of goods or contracting of Works or services from a country where it is based or any payment to persons or entities in that country.

5.5 Government-owned enterprises in the Republic of Mauritius shall be eligible only if they can establish that they:

- (i) are legally and financially autonomous;
- (ii) operate under commercial law, and
- (iii) are not a dependent agency of the Purchaser.

5.6 Bidders shall provide such evidence of their continued

eligibility satisfactory to the Purchaser, as the Purchaser shall reasonably request.

- 6. Eligible Goods and Related Services**
- 6.1 All the Goods and Related Services to be supplied under the Contract may have their origin in any country subject to ITB 5.3 and 5.4.
- 6.2 For purposes of this Clause, the term “goods” includes commodities, raw material, machinery, equipment, industrial plants and “related services” which include services such as insurance, installation, training, and initial maintenance.
- 6.3 The term “origin” means the country where the goods have been mined, grown, cultivated, produced, manufactured or processed; or, through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

## **B. Contents of Bidding Documents**

- 7. Sections of Bidding Documents**
- 7.1 The Bidding Documents consist of Parts 1, 2, and 3, which include all the Sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITB Clause 9.

### **PART 1 Bidding Procedures**

- Section I. Instructions to Bidders (ITB)
- Section II. Bidding Data Sheet (BDS)
- Section III. Evaluation and Qualification Criteria
- Section IV. Bidding Forms

### **PART 2 Supply Requirements**

- Section V. Schedule of Requirements

### **PART 3 Contract**

- Section VI. General Conditions of Contract (GCC)
- Section VII. Special Conditions of Contract (SCC)
- Section VIII. Contract Forms

- 7.2 The Invitation for Bids issued by the Purchaser is not part of the

### Bidding Documents.

- 7.3 The Purchaser is not responsible for the completeness of the Bidding Documents and their addendum, if they were not obtained directly from the Purchaser.
- 7.4 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.

### 8. Clarification of Bidding Documents

- 8.1 A prospective Bidder requiring any clarification of the Bidding Documents shall contact the Purchaser in writing at the Purchaser's address **specified in the BDS**. The Purchaser will respond in writing to any request for clarification, provided that such request is received 14 days prior to the deadline set for submission of bids. The Purchaser shall respond to such request at latest 7 days prior to the deadline for submission of bids and forward copies of its response to all those who have acquired the Bidding Documents directly from it, including a description of the inquiry but without identifying its source. Should the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB Clause 9 and ITB Sub-Clause 25.2.

### 9. Amendment of Bidding Documents

- 9.1 At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addendum.
- 9.2 Any addendum issued shall be part of the Bidding Documents and shall be communicated in writing to all who have obtained the Bidding Documents directly from the Purchaser.
- 9.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Purchaser may, at its discretion, extend the deadline for the submission of bids, pursuant to ITB Sub-Clause 25.2

## C. Preparation of Bids

### 10. Cost of Bidding

- 10.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

### 11. Language of Bid

- 11.1 The Bid, as well as all correspondences and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in English. Supporting documents and printed literature that are part of the Bid may be in another language provided they

are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, such translation shall govern.

11.2 Notwithstanding the above, documents in French submitted with the bid may be accepted without translation.

**12. Documents  
Comprising  
the Bid**

12.1 The Bid shall comprise the following:

- (a) the Bid Submission Form and the applicable Price Schedules, in accordance with ITB Clauses 13, 15, and 16;
- (b) the Bid Security or Bid-Securing Declaration, in accordance with ITB Clause 22, if required;
- (c) written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB Clause 23.2; **as specified in the BDS.**
- (d) documentary evidence in accordance with ITB Clause 17 establishing the Bidder's eligibility to bid;
- (e) documentary evidence in accordance with ITB Clause 18, that the Goods and Related Services to be supplied by the Bidder are of eligible origin;
- (f) documentary evidence in accordance with ITB Clauses 19 and 31, that the Goods and Related Services conform to the Bidding Documents;
- (g) documentary evidence in accordance with ITB Clause 20 establishing the Bidder's qualifications to perform the contract if its bid is accepted, and
- (h) any other document **required in the BDS.**

**13. Bid  
Submission  
Form and  
Price  
Schedules**

13.1 The Bidder shall submit the Bid Submission Form using the form furnished in Section IV, Bidding Forms. This form must be completed without any alteration to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

13.2 The Bidder shall submit the Price Schedules for Goods and Related Services, according to their origin as appropriate, using the forms furnished in Section IV, Bidding Forms

**14. Alternative  
Bids**

14.1 Unless otherwise **specified in the BDS**, alternative bids shall not be considered.

**15. Bid Prices**

15.1 The prices and discounts quoted by the Bidder in the Bid

**and  
Discounts**

Submission Form and in the Price Schedules, shall conform to the requirements specified below.

- 15.2 All lots and items must be listed and priced separately in the Price Schedules.
- 15.3 The price to be quoted in the Bid Submission Form shall be the total price of the bid, excluding any discount offered.
- 15.4 The Bidder shall quote any unconditional discount and indicate the method for their application in the Bid Submission Form.
- 15.5 The terms EXW, CIP, CIF and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by The International Chamber of Commerce, as specified in the **BDS**.
- 15.6 Prices shall be quoted as specified in each Price Schedule included in Section IV, Bidding Forms. The disaggregation of price components is required solely for the purpose of facilitating the comparison of Bids by the Purchaser. This shall not in any way limit the Purchaser's right to contract on any of the terms offered. In quoting prices, the Bidder shall be free to use transportation through the carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible country. Prices shall be entered in the following manner:
  - (a) For Goods offered from within Mauritius:
    - (i) the price of the goods quoted EXW (ex-works, ex-factory, ex warehouse, ex showroom, or off-the-shelf, as applicable), including all customs duties already paid or payable on the components and raw material used in the manufacture or assembly of goods quoted ex works or ex-factory, or on the previously imported goods of foreign origin quoted ex-warehouse, ex-showroom, or off-the-shelf;
    - (ii) VAT payable on the Goods if the Contract is awarded to the Bidder; and
    - (iii) the total price for the item.
  - (b) For Goods offered from outside Mauritius:
    - (i) the price of the goods quoted CIF (named port of destination), or CIP (named place of destination), in the Mauritius, as specified in the **BDS**;
    - (ii) the price of the goods quoted FOB port of shipment (or FCA, as the case may be), if specified in the **BDS**;
    - (iii) the total price for the item.
  - (c) For Related Services whenever such Related Services are

specified in the Schedule of Requirements:

- (i) the local currency cost component of each item comprising the Related Services; and
- (ii) the foreign currency cost component of each item comprising the Related Services,

inclusive of custom duties and VAT, payable on the Related Services, if the Contract is awarded to the Bidder.

15.7 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account in respect of changes in production cost, unless otherwise specified in the **BDS**. A Bid submitted with an adjustable price quotation in this respect shall be treated as non-responsive and shall be rejected, pursuant to ITB Clause 31. However, if in accordance with the **BDS**, prices quoted by the Bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.

15.8 If so indicated in ITB Sub-Clause 1.1, bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Unless otherwise indicated in the **BDS**, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Contract shall specify the applicable price reduction in accordance with ITB Sub-Clause 15.4 provided the bids for all lots are submitted and opened at the same time.

## **16. Currencies of Bid**

16.1 The Bidder shall quote in Mauritian Rupees the portion of the bid price that corresponds to expenditures incurred in Mauritian Rupees, unless otherwise specified in the **BDS**.

16.2 The Bidder may express the bid price in the currency of any eligible country. If the Bidder wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but shall use no more than three currencies in addition to Mauritian Rupees.

16.3 Local Bidders shall quote only in Mauritian Rupees **as specified in the BDS**.

## **17. Documents Establishing the Eligibility of**

17.1 To establish their eligibility in accordance with ITB Clause 5, Bidders shall complete the Bid Submission Form, included in Section IV: Bidding Forms.

**the Bidder**

- 18. Documents Establishing the Eligibility of the Goods and Related Services**
- 18.1 To establish the eligibility of the Goods and Related Services in accordance with ITB Clause 6, Bidders shall complete the country of origin declarations in the Price Schedule Forms, included in Section IV, Bidding Forms.
- 19. Documents Establishing the Conformity of the Goods and Related Services**
- 19.1 To establish the conformity of the Goods and Related Services to the Bidding Documents, the Bidder shall furnish as part of its Bid the documentary evidence that the Goods conform to the technical specifications and standards specified in Section V, Schedule of Requirements.
- 19.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.
- 19.3 The Bidder shall also furnish a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period **specified in the BDS** following commencement of the use of the goods by the Purchaser.
- 19.4 Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Purchaser in the Schedule of Requirements, are intended to be descriptive only and not restrictive. The Bidder may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the Purchaser's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Schedule of Requirements.
- 20. Documents Establishing the Qualifications of the Bidder**
- 20.1 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Purchaser's satisfaction that:
- (a) if **required in the BDS**, a Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in



Section IV, Bidding Forms, to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in Mauritius;

- (b) if **required in the BDS**, in case of a Bidder not doing business within Mauritius, the Bidder is or will be (if awarded the contract) represented by an Agent in Mauritius equipped and able to carry out the Supplier's maintenance, repair and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
- (c) the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

**21. Period of Validity of Bids**

- 21.1 Bids shall remain valid for the period **specified in the BDS** after the bid submission deadline date prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
- 21.2 In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 22, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid, except as provided in ITB Sub-Clause 21.3.
- 21.3 In the case of fixed price contracts, if the award is delayed by a period exceeding fifty-six (56) days beyond the expiry of the initial bid validity, the Contract price shall be adjusted as specified in the request for extension. Bid evaluation shall be based on the Bid Price without taking into consideration the above correction.

**22. Bid Security**

- 22.1 The Bidder shall either furnish as part of its bid, a Bid Security or subscribe to a Bid Securing Declaration in the Bid Submission Form **as specified in the BDS**.
- 22.2 The Bid Securing Declaration shall be in the form of a signed subscription in the Bid Submission Form.
- 22.3 The Bid Security shall be in the amount **specified in the BDS** and denominated in Mauritian Rupees or a freely convertible

currency, and shall:

- (a) be in the form of a bank guarantee from a reputable overseas bank, or
- (b) be issued by a commercial bank or insurance company operating in Mauritius.
- (c) be substantially in accordance with the forms of Bid Security included in Section IV, Bidding Forms, or other form approved by the Purchaser prior to bid submission;
- (d) be payable promptly upon written demand by the Purchaser in case the conditions listed in ITB Clause 22.6 are invoked;
- (e) be submitted in its original form; copies will not be accepted;
- (f) remain valid for a period of 30 days beyond the validity period of the bids, as extended, if applicable, in accordance with ITB Clause 21.2;

22.4 Any bid not accompanied by an enforceable and substantially compliant Bid Security or not containing a subscription to a Bid Securing Declaration in the Bid Submission Form, if required, in accordance with ITB 22.1, shall be rejected by the Purchaser as nonresponsive.

22.5 The Bid Security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security pursuant to ITB Clause 45.

22.6 The Bid Security shall be forfeited or the Bid Securing Declaration executed:

- (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Submission Form, except as provided in ITB Sub-Clause 21.2; or
- (b) if a Bidder refuses to accept a correction of an error appearing on the face of the Bid; or
- (c) if the successful Bidder fails to: sign the Contract in accordance with ITB 44; or furnish a performance security in accordance with ITB 45;

22.7 The Bid Security or Bid- Securing Declaration of a Joint Venture (JV) must be in the name of the JV that submits the bid. If the JV

has not been legally constituted at the time of bidding, the Bid Security or Bid-Securing Declaration shall be in the names of all future partners as named in the letter of intent mentioned in Section IV “Bidding Forms,” Bidder Information Form Item 7.

22.8 If a bid security is **not required in the BDS**, and

- (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Letter of Bid Form, except as provided in ITB 21.2;
- (b) if a Bidder refuses to accept a correction of an error appearing on the face of the Bid; or
- (c) if the successful Bidder fails to: sign the Contract in accordance with ITB 43; or furnish a performance security in accordance with ITB 44.

the bidder may be disqualified by the Government of Mauritius to be awarded a contract by any Public Body for a period of time.

**23. Format and Signing of Bid**

- 23.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 12 and clearly mark it “ORIGINAL.” In addition, the Bidder shall submit copies of the bid, in the number specified in the **BDS** and clearly mark them “COPY.” In the event of any discrepancy between the original and the copies, the original shall prevail.
- 23.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.
- 23.3 Any interlineation, erasure, or overwriting shall be valid only if it is signed or initialed by the person signing the Bid.

**D. Submission and Opening of Bids**

**24. Submission, Sealing and Marking of Bids**

- 24.1 Bidders may always submit their bids by mail or by hand. When so specified in the **BDS**, bidders shall have the option of submitting their bids electronically.
- (a) Bidders submitting bids by mail or by hand, shall enclose the original and each copy of the Bid, including alternative bids, if permitted in accordance with ITB Clause 14, in separate sealed envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” These envelopes containing the original and the copies shall then be enclosed in one single envelope. The rest of the procedure shall be in accordance with ITB sub-Clauses 24.2 and 24.3.

- (b) Bidders submitting bids electronically shall follow the electronic bid submission procedures specified in the **BDS**.
- 24.2 The inner and outer envelopes shall:
- (a) bear the name and address of the Bidder;
  - (b) be addressed to the Purchaser in accordance with ITB Sub-Clause 25.1;
  - (c) bear the specific identification of this bidding process indicated in ITB 1.1 and any additional identification marks as **specified in the BDS**, and
  - (d) bear a warning not to open before the time and date for bid opening, in accordance with ITB Sub-Clause 28.1.
- 24.3 If all envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- 25. Deadline for Submission of Bids**
- 25.1 Bids must be received by the Purchaser at the address and not later than the date and time **specified in the BDS**.
- 25.2 The Purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB Clause 9, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.
- 26. Late Bids**
- 26.1 The Purchaser shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 25. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.
- 27. Withdrawal, Substitution, and Modification of Bids**
- 27.1 A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice in accordance with ITB Clause 24, duly signed by an authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITB Sub-Clause 23.2, (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be:
- (a) submitted in accordance with ITB Clauses 23 and 24 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL,” “SUBSTITUTION,” or

“MODIFICATION;” and

- (b) received by the Purchaser prior to the deadline prescribed for submission of bids, in accordance with ITB Clause 25.

27.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 27.1 shall be returned unopened to the Bidders.

27.3 No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Form or any extension thereof.

**28. Bid Opening** 28.1 The Purchaser shall conduct the bid opening in the presence of the Bidders’ representatives who choose to attend at the address, date and time **specified in the BDS**. Any specific electronic bid opening procedures required if electronic bidding is permitted in accordance with ITB Sub-Clause 24.1 shall be as **specified in the BDS**.

28.2 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Next, envelopes marked “SUBSTITUTION” shall be opened and read out and exchanged with the corresponding Bid being substituted, and the substituted Bid shall not be opened, but returned to the Bidder. No Bid substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at bid opening. Envelopes marked “MODIFICATION” shall be opened and read out with the corresponding Bid. No Bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Bid opening. Only envelopes that are opened and read out at Bid opening shall be considered further.

28.3 All other envelopes shall be opened one at a time, reading out: the name of the Bidder; the Bid Price(s), including any discounts and alternative bids and indicating whether there is a modification; the presence of a bid security or the subscription with respect to the Bid Securing Declaration in the Bid Submission Form, if required; and any other details as the Purchaser may consider appropriate. Only discounts and alternative offers read out at bid opening shall be considered for evaluation. No bid shall be rejected at bid opening except for late

bids, in accordance with ITB 26.1.

- 28.4 The Purchaser shall prepare a record of the Bid opening that shall include, as a minimum: the name of the Bidder and whether there is a withdrawal, substitution, or modification; the Bid Price, per lot if applicable, including any discounts, and alternative offers if they were permitted; and the presence or absence of a Bid Security, if one was required. The Bidders' representatives who are present shall be requested to sign the record. The omission of a bidder's signature on the record shall not invalidate the contents and the effect of the record. A copy of the record shall be distributed, upon request, to all Bidders who submitted bids in time; and posted on line when electronic bidding is permitted.

### **E. Evaluation and Comparison of Bids**

- 29. Confidentiality** 29.1 Information relating to the examination, evaluation, comparison, and post-qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
- 29.2 Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of its Bid.
- 29.3 Notwithstanding ITB Sub-Clause 29.2, from the time of bid opening to the time of Contract Award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it should do so in writing.
- 30. Clarification of Bids** 30.1 To assist in the examination, evaluation, comparison and post-qualification of the bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Purchaser in the Evaluation of the bids, in accordance with ITB Clause 32.
- 31. Responsiveness of Bids** 31.1 The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 31.2 A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents

without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

- (a) affects in a substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or
- (b) limits in a substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Contract; or
- (c) if rectified, would unfairly affect the competitive position of other bidders presenting substantially responsive bids.

31.3 If a bid is not substantially responsive to the Bidding Documents, it shall be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.

**32. Nonconformities, Errors, and Omissions**

32.1 Provided that a Bid is substantially responsive, the Purchaser may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.

32.2 Provided that a bid is substantially responsive, the Purchaser may request the Bidder to submit the necessary information or documentation, within a reasonable period of time, or to rectify nonmaterial nonconformities or omissions in the bid relating to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

32.3 Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the

amount in figures shall prevail subject to (a) and (b) above.

- 33. Preliminary Examination of Bids**
- 33.1 The Purchaser shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 12 have been provided, and to determine the completeness of each document submitted.
- 33.2 The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.
- (a) Bid Submission Form, in accordance with ITB Sub-Clause 13.1;
  - (b) Price Schedules, in accordance with ITB Sub-Clause 13.2;
  - (c) Bid Security or Bid Securing Declaration, in accordance with ITB Clause 22, if applicable.
- 34. Examination of Terms and Conditions; Technical Evaluation**
- 34.1 The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.
- 34.2 The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 19, to confirm that all requirements specified in Section V, Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.
- 34.3 If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with ITB Clause 31, it shall reject the Bid.
- 35. Conversion to Single Currency**
- 35.1 For evaluation and comparison purposes, the Purchaser shall convert all bid prices expressed in amounts in various currencies into an amount in a single currency **specified in the BDS**, using the selling exchange rates established by **Central Bank of Mauritius** and on the date **specified in the BDS**.
- 36. Margin of Preference**
- 36.1 Margin of preference shall not be a factor in bid evaluation, unless otherwise **specified in the BDS**.
- 37. Evaluation of Bids**
- 37.1 The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.
- 37.2 To evaluate a Bid, the Purchaser shall use only the factors, methodologies and criteria defined in ITB Clause 37. No other



criteria or methodology shall be permitted.

- 37.3 To evaluate a Bid, the Purchaser shall consider the following:
- (a) evaluation to be done for Items or Lots, as **specified in the BDS**; and the Bid Price as quoted in accordance with clause 15;
  - (b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 32.3;
  - (c) price adjustment due to discounts offered in accordance with ITB Sub-Clause 15.4;
  - (d) adjustments due to the application of the evaluation criteria **specified in the BDS** from amongst those set out in Section III, Evaluation and Qualification Criteria;
  - (e) adjustments due to the application of a margin of preference, in accordance with ITB Clause 36 if applicable.
- 37.4 (a) The Purchaser's evaluation of a bid will take into account:
- (i) in the case of Goods offered from within Mauritius, all taxes but excluding VAT payable on the Goods if the Contract is awarded to the Bidder;
  - (ii) in the case of Goods offered from outside Mauritius, customs duties applicable in and payable on the Goods if the Contract is awarded to the Bidder; and
  - (iii) transport and other costs for the goods to reach its final destination.
- (b) The Purchaser's evaluation of a bid will **not** take into account any allowance for price adjustment during the period of performance of the Contract, if provided in the Bid.
- 37.5 The Purchaser's evaluation of a bid may require the consideration of other factors, in addition to the Bid Price quoted in accordance with ITB Clause 15. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services. The effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of bids, unless otherwise specified in Section III, Evaluation and Qualification Criteria. The factors, methodologies and criteria to be used shall be as specified in ITB 37.3 (d).
- 37.6 If so **specified in the BDS**, these Bidding Documents shall allow Bidders to quote separate prices for one or more lots, and shall allow the Purchaser to award one or multiple lots to more

than one Bidder. The methodology of evaluation to determine the lowest-evaluated lot combinations, is specified in Section III, Evaluation and Qualification Criteria.

- 38. Comparison of Bids** 38.1 The Purchaser shall compare all substantially responsive bids to determine the lowest-evaluated bid, in accordance with ITB Clause 37.
- 39. Post-qualification of the Bidder**
- 39.1 The Purchaser shall determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated and substantially responsive bid is qualified to perform the Contract satisfactorily.
- 39.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 20.
- 39.3 An affirmative determination shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the Purchaser shall proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- 39.4 Notwithstanding anything stated above, the Purchaser reserves the right to assess the Bidder's capabilities and capacity to execute the Contract satisfactorily before deciding on award.
- 40. Purchaser's Right to Accept Any Bid, and to Reject Any or All Bids** 40.1 The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

## **F. Award of Contract**

- 41. Award Criteria** 41.1 The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
- 42. Purchaser's Right to Vary Quantities at Time of** 42.1 At the time the Contract is awarded, the Purchaser reserves the right to increase or decrease the quantity of Goods and Related Services originally specified in Section V, Schedule of Requirements, provided this does not exceed the percentages **specified in the BDS**, and without any change in the unit prices or other terms and conditions of the bid and the Bidding

- Award Documents.**
- 43. Notification of Award**
- 43.1 Prior to the expiration of the period of bid validity, the Purchaser shall, for contract amount above the prescribed threshold, notify the selected bidder of the proposed award and accordingly notify unsuccessful bidders. Subject to Challenge and Appeal the Purchaser shall notify the selected Bidder, in writing, by a Letter of Acceptance for award of contract. The Letter of Acceptance shall specify the sum that the Purchaser will pay the Supplier in consideration of the execution and completion of the Contract (hereinafter and in the Conditions of Contract and Contract Forms called “the Contract Price”). Within seven days from the issue of Letter of Acceptance, the Purchaser shall publish on the Public Procurement Portal ([publicprocurement.govmu.org](http://publicprocurement.govmu.org)) and the Purchaser’s website, the results of the Bidding Process identifying the bid and lot numbers and the following information:
- (i) name of the successful Bidder, and the Price it offered, as well as the duration and summary scope of the contract awarded; and
  - (ii) an executive summary of the Bid Evaluation Report
- 43.2 Until a formal Contract is prepared and executed, the letter of Acceptance shall constitute a binding Contract.
- 44. Signing of Contract**
- 44.1 Promptly after issue of letter of acceptance, the Purchaser shall send the successful Bidder the Agreement and the Special Conditions of Contract.
- 44.2 Within twenty-eight (28) days of receipt of the Agreement, the successful Bidder shall sign, date, and return it to the Purchaser.
- 44.3 Notwithstanding ITB 44.2 above, in case signing of the Contract Agreement is prevented by any export restrictions attributable to the Purchaser, to Mauritius, or to the use of the products/goods, systems or services to be supplied, where such export restrictions arise from trade regulations from a country supplying those products/goods, systems or services, the Bidder shall not be bound by its bid, always provided, however, that the Bidder can demonstrate to the satisfaction of the Purchaser that signing of the Contact Agreement has not been prevented by any lack of diligence on the part of the Bidder in completing any formalities, including applying for permits, authorizations and licenses necessary for the export of the products/goods, systems or services under the terms of the Contract.
- 45. Performanc**
- 45.1 Within twenty eight (28) days of the receipt of letter of

**e Security**

Acceptance from the Purchaser, the successful Bidder, if required, shall furnish the Performance Security in accordance with the GCC, using for that purpose the Performance Security Form included in Section VIII Contract forms, or another Form acceptable to the Purchaser. The Purchaser shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful bidders pursuant to ITB Sub-Clause 22.4.

45.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall lead to the annulment of the award and forfeiture of the Bid Security or execution of the Bid-Securing Declaration. In that event the Purchaser may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the Purchaser to be qualified to perform the Contract satisfactorily.

**46. Debriefing**

46.1 The Purchaser shall promptly attend to all debriefing for the contract made in writing and within 30 days from the date of the publication of the award or date the unsuccessful bidders are informed about the award, whichever is the case by following regulation 9 of the Public Procurement Regulations 2008 as amended.

## Section II. Bidding Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

*[Instructions for completing the Bid Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITB Clauses.]*

<b>ITB Clause Reference</b>	<b>A. General</b>
<b>ITB 1.1</b>	The Purchaser is: <i>Department of Civil Aviation</i>
<b>ITB 1.1</b>	The name and identification number of the Procurement are: <i>Supply, Installation and Commissioning of Aeronautical Information Management System- CAV QUO NO. 16 OF 2023/24</i>  The Invitation for Bids has been issued through an <i>Open international</i> bidding procedure.
<b>ITB 1.1</b>	The name of the Project is: <i>Supply, Installation and Commissioning of Aeronautical Information Management System</i>
<b>ITB 2.1</b>	The Funding Agency is: <u>Government of Mauritius</u>
<b>ITB 3.3</b>	(a) The address to file challenge in respect of this procurement is: Director of Civil Aviation, Department of Civil Aviation, SSR International Airport, Plaine Magnien  (b) The address to file application for review is:  <b>The Chairperson Independent Review Panel, 5<sup>th</sup> Floor Belmont House Intendance Street Port Louis Tel : +2302602228 Fax No. Email : irp@govmu.org</b>

<b>ITB 5.3</b>	<p>A list of firms debarred from participating in Public Procurement in Mauritius is available at <a href="http://ppo.govmu.org">ppo.govmu.org</a></p> <p>A list of firms debarred by World Bank is available at <a href="http://www.worldbank.org/debarr">http://www.worldbank.org/debarr</a>.</p>
	<b>B. Contents of Bidding Documents</b>
<b>ITB 8.1</b>	<p>For <b><u>Clarification of bid purposes</u></b> only, the Purchaser's address is:</p> <p>Attention: Director of Civil Aviation</p> <p>Department of Civil Aviation</p> <p>SSR International Airport</p> <p>Plaine Magnien</p> <p>Country: Mauritius</p> <p>Telephone: +230 603 2000</p> <p>Facsimile number: +230 637 3164</p> <p>Electronic mail address: <i>civil-aviation@govmu.org</i></p>
<b>ITB 8.1</b>	<p>Request for Clarification should reach the Department of Civil Aviation not later than 14 days, prior to the closing date for submission of bids.</p> <p>The purchaser will reply to request at least 7 days prior to the closing date for submission of bids.</p>
	<b>C. Preparation of Bids</b>
<b>ITB 12.1 (c)</b>	<p><i>(a) No written evidence is required.</i></p> <p><i>(b) In the case of Bids submitted by an existing or intended JV an undertaking signed by all parties (i) stating that all parties shall be jointly and severally liable, if so required in accordance with ITB 5.1, and (ii) nominating a Representative who shall have the authority to conduct all business for and on behalf of any and all the parties of the JV during the bidding process and, in the event the JV is awarded the Contract, during contract execution.”]</i></p> <p><i>Note: The power of Attorney or other written authorization to sign may be for a determined period or limited to a specific purpose.</i></p>

<b>ITB 12.1 (h)</b>	The Bidder shall submit the following additional documents in its bid: <ul style="list-style-type: none"> <li>(i) Project Schedule</li> <li>(ii) Company Profile</li> <li>(iii) Technical specifications of equipment</li> <li>(iv) Manufacturing standards</li> <li>(v) Compliance sheets and</li> <li>(vi) Documentary evidence, reference and customer contact shall be provided.</li> </ul>
<b>ITB 14.1</b>	Alternative Bids <i>“shall not be”</i> considered.
<b>ITB 15.5</b>	The Incoterms edition is: Incoterms 2010.
<b>ITB 15.6 (b) (i) , (ii)</b>	For Goods offered from outside Mauritius, the Bidder shall quote prices using the following Incoterms: Delivery Duty Paid (DDP)
<b>ITB 15.7</b>	The prices quoted by the Bidder: <i>“shall not” be adjustable.</i>
<b>ITB 16.1</b>	Bidders may quote in either Mauritian Rupee, USD, GBP or EUROS.
<b>ITB 16.3</b>	Local bidders shall quote only in Mauritian Rupees on the basis of <sup>6</sup> : <i>(a) prices not adjustable to rate of exchange</i>
<b>ITB 19.3</b>	Period of time the Goods are expected to be functioning (for the purpose of spare parts): <i>at least 15 years</i>
<b>ITB 20.1 (a)</b>	Manufacturer’s authorization is <i>required.</i>
<b>ITB 20.1 (b)</b>	After sales service is <i>required.</i>
<b>ITB 21.1</b>	The bid validity period shall be <i>120</i> days.
<b>ITB 22.1</b>	The Bidder shall subscribe to a Bid Securing Declaration by signing the Bid Submission Form containing the provision with regard thereto.
<b>ITB 22.3</b>	Not Applicable

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<sup>6</sup> Delete as appropriate

<b>ITB 22.8</b>	If the Bidder incurs any of the actions prescribed in subparagraphs (a) to (c) of this provision, the Bidder may be declared ineligible to be awarded contracts by the Government of Mauritius for a period of time (not exceeding 5 years) to be determined by the Procurement Policy Office.
<b>ITB 23.1</b>	In addition to the original of the bid, the number of copies is: 2
<b>D. Submission and Opening of Bids</b>	
<b>ITB 24.1</b>	Bidders <i>shall not</i> have the option of submitting their bids electronically.
<b>ITB 24.1 (b)</b>	Not Applicable
<b>ITB 24.2 (c)</b>	<p>The inner and outer envelopes shall bear the following additional identification marks:</p> <p><i>Supply, Installation and Commissioning of Aeronautical Information Management System</i></p> <p><i>Procurement Reference No:</i></p> <p><i>CAV/QUO NO. 16 OF 2023/24</i></p>
<b>ITB 25.1</b>	<p><b>For bid submission purposes, the Purchaser's address is:</b></p> <p><b>Director of Civil Aviation</b>  <b>Attn: The Chairperson Departmental Bid Committee</b>  <b>Department of Civil Aviation</b>  <b>Sir Seewoosagur Ramgoolam International Airport</b>  <b>Plaine Magnien</b>  <b>Republic of Mauritius</b></p> <p><b>Submission of Bids</b></p> <p>Bids should be deposited in the Bid Box located at the <b>Permit Office, Department of Civil Aviation, Sir Seewoosagur Ramgoolam International Airport, Plaine Magnien, Republic of Mauritius not later than 04 April 2024 up to 11.00 hrs (local time) at latest.</b> Bids by post or hand delivered should reach the <b>Department of Civil Aviation, Sir Seewoosagur Ramgoolam International Airport, Plaine Magnien, Republic of Mauritius</b> by the same date and time at latest. Late submissions will be rejected.  Bids received by e-mail and fax will not be considered.</p>
<b>ITB 28.1</b>	<p>The bid opening shall take place at:</p> <p>Bid Box will be opened at: 11.05 hrs on <b>04 April 2024</b> at the following address:</p>



	<p>The Permit Office  Department of Civil Aviation  Sir Seewoosagur Ramgoolam International Airport  Plaine Magnien  Republic of Mauritius</p> <p>Bids received will be opened at 11.15 hrs on <b>04 April 2024</b> at the following address:  Department of Civil Aviation, Headquarters  Sir Seewoosagur Ramgoolam International Airport  Plaine Magnien  Republic of Mauritius</p>
<b>ITB 27.1</b>	Not Applicable
	<b>E. Evaluation and Comparison of Bids</b>
<b>ITB 35.1</b>	<p>Bid prices expressed in different currencies shall be converted in:  <i>Mauritian Rupees</i></p> <p>The source of exchange rate shall be the Telegraphic Transfer Selling Rate at the <i>Bank of Mauritius</i></p> <p>The date for the exchange rate shall be <i>closing date of bidding exercise</i>.</p>
<b>ITB 37.3(a)</b>	Evaluation will be done for the whole system based on the specifications.

<b>ITB 37.3(d)</b>	<p>The adjustments shall be determined using the following criteria, from amongst those set out in Section III, Evaluation and Qualification Criteria:</p> <ul style="list-style-type: none"> <li>(a) deviation in Delivery schedule: <i>No</i></li> <li>(b) deviation in payment schedule: <i>No</i></li> <li>(c) the cost of major replacement components, mandatory spare parts, and service: <i>Yes, as specified in Section V Schedule of Requirements.</i></li> <li>(d) <i>Bidder shall quote for a list of mandatory spare parts as listed in Section V: Schedule of Requirements.</i></li> <li>(e) Provision of support for repairs/maintenance and spare part-stocking: <i>Yes</i></li> <li>(f) Performance Required: <i>Yes (As per Section III – Evaluation and Qualification criteria 1. (f))</i></li> </ul>
<b>ITB 37.6</b>	<p>Bidders <i>shall</i> be allowed to quote separate prices for each component. However no splitting is envisaged.</p>
	<p><b>F. Award of Contract</b></p>
<b>ITB 42.1</b>	<p>The maximum percentage by which quantities may be increased or decreased is: <i>10 %</i>.</p>
<b>New Clause</b>	<ol style="list-style-type: none"> <li>1. In line with Government Decision, the Department of Civil Aviation shall, prior to award request the lowest substantially responsive bidder to submit a “<b><i>Tax Clearance Certificate</i></b>” from the MRA within a period of one week, confirming that the bidder has filed his tax returns and paid tax due.</li> <li>2. In case the successful bidder does not submit the “<b><i>Tax Clearance Certificate</i></b>”, the Department of Civil Aviation may consider the next lowest substantially responsive bidder to equally comply with paragraph 1 above.</li> </ol> <p>It is brought to the attention of the bidders that MRA has put in place a system for responsive bidders, on receipt of a letter from a Public Body requesting for a Tax Clearance Certificate, to apply for same electronically on MRA website <a href="http://www.mra.mu">www.mra.mu</a>. The bidder is requested to use the reference of the letter issued by the Public Body to access the system.</p>

## **Section III. Evaluation and Qualification Criteria**

*This Section complements the Instructions to Bidders. It contains the criteria that the Purchaser may use to evaluate a bid and determine whether a Bidder has the required qualifications. No other criteria shall be used.*

### **Contents**

1. Evaluation Criteria (ITB 37.3 (d))
2. Multiple Contracts (ITB 37.6)
3. Post qualification Requirements (ITB 39.2)
4. Domestic Preference (ITB 36.1)

## 1. Evaluation Criteria (ITB 37.3 (d))

The Purchaser's evaluation of a bid may take into account, in addition to the Bid Price quoted in accordance with ITB Clause 15.6, one or more of the following factors as specified in ITB Sub-Clause 37.3(d) and in BDS referring to ITB 37.3(d), using the following criteria and methodologies.

- (a) Compliance with all technical specifications detailed out in Section V of the bid document is mandatory.

- (b) Delivery schedule.

The Goods specified in the List of Goods are required to be delivered within 24 weeks from date of award of contract as specified in Section V, Delivery Schedule. No credit will be given to deliveries before the earliest date.

- (c) Deviation in payment schedule.

The SCC stipulates the payment schedule specified by the Purchaser. If a bid deviates from the schedule and if such deviation is considered acceptable to the Purchaser, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in the SCC, at the rate per annum specified in BDS Sub-Clause 37.3 (d).

- (d) Cost of major replacement components, mandatory spare parts, and service.

The Purchaser will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the BDS Sub-Clause 19.3. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the bid price, for evaluation purposes only.

- (e) Projected operating and maintenance costs.

An adjustment to take into account the operating and maintenance costs of the Goods will be added to the bid price, for evaluation purposes only, if specified in BDS Sub-Clause 37.3(d). The adjustment will be evaluated in accordance with the methodology specified in the BDS Sub-Clause 37.3(d).

Maintenance cost start at year 1 after one year warranty period in year 0. Maintenance cost will be calculated using the Net Present Value (NPV) at a discounted rate of 10 %.

- (f) Performance Required.

Bidders shall demonstrate that they have at least five years' experience in similar projects and are required to submit signed documentary evidence such as testimonial from customers, reference sites to demonstrate that they have the required experience. No credit will be given to bidders having more than five years

experiences and bids without the documentary evidence will be considered as non-responsive.

## **2. Multiple Contracts (ITB 37.6)**

The Purchaser shall award multiple contracts to the Bidder that offers the lowest evaluated combination of bids (one contract per bid) and meets the post-qualification criteria (Section III, Sub-Section ITB 39.2 Post-Qualification Requirements)

The Purchaser shall:

- (a) evaluate only lots or contracts that include at least the percentages of items per lot and quantity per item as specified in ITB Sub Clause 15.8
- (b) take into account:
  - (i) the lowest-evaluated bid for each lot and
  - (ii) the price reduction per lot and the methodology for its application as offered by the Bidder in its bid.

## **3. Post-qualification Requirements (ITB 39.2)**

After determining the lowest-evaluated bid in accordance with ITB Sub-Clause 39.1, the Purchaser shall carry out the post-qualification of the Bidder in accordance with ITB Clause 39, using only the requirements specified. Requirements not included in the text below shall not be used in the evaluation of the Bidder's qualifications.

- (a) Financial Capability

The Bidder shall furnish financial documentary evidence that it meets the financial requirement(s). The bidder should have an average annual turnover MUR 25 million or USD 567,000 or GBP 445,000 or Euros 516,000 for the last three years (2021, 2022, 2023).

## **4. Margin of Preference (ITB 36.1) )-Not Applicable**

Small and Medium Enterprises (SME), registered with the SME Mauritius Ltd and submitting the "Made in Moris" certification issued by the Association of Mauritian Manufacturers for the locally manufactured goods procured through this contract shall benefit from a Margin of Preference of 40% at evaluation.

SMEs not holding "Made in Moris" certification, whose local input in the locally manufactured goods procured through this contract accounts for at least 25 %, shall be eligible for a Margin of Preference of 30% at evaluation.

Local companies whose local input in the locally manufactured goods procured through this contract accounts for at least 25 % or bearing the 'Made in Moris' certification shall be eligible for a Margin of Preference of 30% at evaluation

Bidders applying for the Margin of Preference shall submit along with their bid, the following:

- (i) evidence of their registration as enterprise in the Republic of Mauritius;
- (ii) where applicable, evidence of registration with SME Mauritius Ltd.;
- (iii) A cost structure for the goods item manufactured locally as per the format contained in the bidding document (where applicable);
- (iv) Certification issued by the Association of Mauritian Manufacturers for the goods bearing the “Made in Moris” label (where applicable).

## Section IV. Bidding Forms

### Table of Forms

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## Bidder Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*  
Procurement No.: *[insert reference number of bidding process]*

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Bidder's Legal Name <i>[insert Bidder's legal name]</i>
2. In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
3. Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
4. Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
5. Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
6. Bidder's Authorized Representative  Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
7. Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i>  <input type="checkbox"/> Articles of Incorporation or Registration of firm named in 1, above, in accordance with ITB Sub-Clauses 5.1 and 5.2.  <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITB Sub-Clause 5.1.  <input type="checkbox"/> In case of government owned entity from Mauritius, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB Sub-Clause 5.5.



## Joint Venture Partner Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below].*

Date: *[insert date (as day, month and year) of Bid Submission]*

Procurement No.: *[insert reference number of bidding process]*

1. Bidder's Legal Name: <i>[insert Bidder's legal name]</i>
2. JV's Party legal name: <i>[insert JV's Party legal name]</i>
3. JV's Party Country of Registration: <i>[insert JV's Party country of registration]</i>
4. JV's Party Year of Registration: <i>[insert JV's Party year of registration]</i>
5. JV's Party Legal Address in Country of Registration: <i>[insert JV's Party legal address in country of registration]</i>
<p>6. JV's Party Authorized Representative</p> <p>Name: <i>[insert name of JV's Party authorized representative]</i></p> <p>Address: <i>[insert address of JV's Party authorized representative]</i></p> <p>Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV's Party authorized representative]</i></p> <p>Email Address: <i>[insert email address of JV's Party authorized representative]</i></p>
<p>7. Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i></p> <p><input type="checkbox"/> Articles of Incorporation or Registration of firm named in 2, above, in accordance with ITB Sub-Clauses 4.1 and 4.2.</p> <p><input type="checkbox"/> In case of government owned entity from Mauritius, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB Sub-Clause 5.5.</p>

## Bid Submission Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*  
 Procurement Ref. No.: *[insert reference number of bidding process]*  
 Alternative No.: *[insert identification No if this is a Bid for an alternative]*

To: *[insert complete name of Purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: \_\_\_\_\_ *[insert the number and issuing date of each Addendum];*
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services \_\_\_\_\_ *[insert a brief description of the Goods and Related Services];*
- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is: \_\_\_\_\_ *[insert the total bid price in words and figures, indicating the various amounts and the respective currencies];*
- (d) The discounts offered and the methodology for their application are:

**Discounts.** If our bid is accepted, the following discounts shall apply. \_\_\_\_\_ *[Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies.]*

**Methodology of Application of the Discounts.** The discounts shall be applied using the following method: \_\_\_\_\_ *[Specify in detail the method that shall be used to apply the discounts];*

- (e) Our bid shall be valid for the period of time specified in ITB Sub-Clause 21.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 25.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If our bid is accepted, we undertake to obtain a Performance Security in accordance with ITB Clause 45 and GCC Clause 18 for the due performance of the Contract;
- (g) We, including any subcontractors or suppliers for any part of the contract, have nationality from eligible countries \_\_\_\_\_ *[insert the nationality of the Bidder,*

*including that of all parties that comprise the Bidder, if the Bidder is a JV, and the nationality each subcontractor and supplier]*

- (h) We have no conflict of interest in accordance with ITB Sub-Clause 5.2;
- (i) Our firm, its affiliates or subsidiaries—including any subcontractor or supplier for any part of the contract—have not been declared ineligible by an international financing agency such as the World Bank, African Development Bank or any other international agency or under the Laws of Mauritius or official regulations in accordance with ITB Sub-Clause 5.3;
- (j) I/We declare that I/We “**qualify/do not qualify**” for Margin of Preference as per Table below, and has submitted documentary evidence in this respect.

Description of Bidder	Applicable Margin of preference	Bidder to tick as appropriate
Small and medium Enterprise bearing the ‘Made in Moris’ certification for the locally manufactured goods proposed	40%	
Small and medium Enterprise proposing locally manufactured goods	30%	
Local companies proposing locally manufactured goods	20%	

- (k) The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid is payable and the amount and currency of each such commission or gratuity]*

Name of Recipient	Address	Reason	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If none has been paid or is to be paid, indicate “none.”)

- (l) We hereby confirm that we have read and understood the content of the Bid Securing Declaration attached herewith and subscribe fully to the terms and conditions contained therein, if required. We understand that non-compliance to the conditions mentioned may lead to disqualification.

- (m) We have taken steps to ensure that no person acting for us or on our behalf will engage in any type of fraud and corruption as per the principles described hereunder, during the bidding process and contract execution:
- i. We shall not, directly or through any other person or firm, offer, promise or give to any of the Purchaser's employees involved in the bidding process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
  - ii. We shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
  - iii. We shall not use falsified documents, erroneous data or deliberately not disclose requested facts to obtain a benefit in a procurement proceeding.

We understand that transgression of the above is a serious offence and appropriate actions will be taken against such bidders.

- (n) We understand that this bid, together with your written acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (o) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: \_\_\_\_\_ [*insert signature of person whose name and capacity are shown*]  
In the capacity of \_\_\_\_\_ [*insert legal capacity of person signing the Bid Submission Form*]

Name: \_\_\_\_\_ [*insert complete name of person signing the Bid Submission Form*]

Duly authorized to sign the bid for and on behalf of: \_\_\_\_\_ [*insert complete name of Bidder*]

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [*insert date of signing*]

***Appendix to Bid Submission Form***

## Bid Securing Declaration

By subscribing to the undertaking in respect of paragraph (l) of the Bid Submission Form:

I/We\* accept that I/we\* may be disqualified from bidding for any contract with any Public Body for the period of time that may be determined by the Procurement Policy Office under section 35 of the Public Procurement Act, if I am/we are\* in breach of any obligation under the bid conditions, because I/we\*:

- (a) have modified or withdrawn my/our\* Bid after the deadline for submission of bids during the period of bid validity specified by the Bidder in the Bid Submission Form; or
- (b) have refused to accept a correction of an error appearing on the face of the Bid; or
- (c) having been notified of the acceptance of our Bid by the (*insert name of public body*) during the period of bid validity, (i) have failed or refused to execute the Contract, if required, or (ii) have failed or refused to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We\* understand this Bid Securing Declaration shall cease to be valid (a) in case I/we am/are the successful bidder, upon our receipt of copies of the contract signed by you and the Performance Security issued to you by me/us ; or (b) if I am/we are\* not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our\* Bid.

In case of a Joint Venture, all the partners of the Joint Venture shall be jointly and severally liable.

# Price Schedule Forms

*[The Bidder shall fill in these Price Schedule Form at Page 45 to 51]*

### Price Schedule

<b>Bidder's name and address:</b> ..... .....		Prices may be in Mauritian or foreign currency  Bid currency: <i>(insert currency)</i>			<b>Date:</b> _____  <b>Procurement Ref. No:</b> _____		
1	2	3	4	5		6	7
Line Item N°	Description of Goods and related services	Country of Origin	Delivery	Quantity and physical unit		Unit Price FOB	Price inclusive of all taxes, duties (DDP)
<i>[insert number of the item]</i>	<i>[insert name of good]</i>	<i>[insert country of origin of the Good]</i>	<i>[insert no. of weeks]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>		<i>[insert unit FOB price]</i>	<i>[insert total DDP price per line item]</i>
				Unit	Qty		
<b>A</b>	<b>Aeronautical Information Management Software</b>						
1	Supply, Installation, Testing and Commissioning of Aeronautical Information Management System as per the Technical Specifications			Lots	Sum		
2	Supply, Installation, Testing and Commissioning of AIP Documents Production and Publication as per the Technical Specifications			Lots	Sum		
	<b>Subtotal 1 to be carried to collection (Pg 49)</b>						

3	Supply, Installation, Testing and Commissioning of Aeronautical e-Charting Production and Generation as per the Technical Specifications			Lots	Sum		
4	Supply, Installation, Testing and Commissioning of NOTAM operations (generation, issuance, receipt, monitoring and issuance of Pre-Flight Information Bulletin)			Lots	Sum		
5	Supply, Installation, Testing and Commissioning of Aeronautical Information Management Database			Lots	Sum		
<b>Subtotal 2 to be carried to collection (Pg 49)</b>							



<b>B</b>	<b>Aeronautical Information Management Hardware</b>						
1	Design and Propose a Hardware System Architecture for the AIM system in line with requirements of the bidding document			Sum	Lots		
2	Supply, Installation, Testing and Commissioning of AIM Database/Management Servers (primary and secondary), as per Technical Specifications of the bidding document, including associated required accessories and rack.			No.	2		
3	Supply, Installation, Testing and Commissioning of dual LAN network interconnecting the servers and the workstations for redundancy purposes including any associated equipment			Sum	Lots		
4	Supply, Installation and Commissioning of Centralized Control and Monitoring System with associated hardware and software			Lots	Sum		
5	KVM Switch, Routers, LAN Switches with all necessary accessories for the successful operation of the Aeronautical Information Management System			Lots	Sum		
6	Supply, Installation and Commissioning of Online UPS for each proposed workstation			Lots	Sum		
7	Interfacing with existing AMHS, GIS and NTP Server			Lots	Sum		
	<b>Subtotal 3 to be carried to collection (Pg 49)</b>						

<b>C</b>	<b>Services</b>						
1	Factory Acceptance Test (FAT) for 2 operational and 2 Technical Staff including associated documentation			No.	4		
2	Site Acceptance Test of all the installed equipment/system and software			Lots	Sum		
3	Local Operational Training for 13 officers			No.	13		
4	Local Technical Training including maintenance and troubleshooting of proposed system/equipment to at least 10 technical personnel including associated documentation			No.	10		
5	Local Training for monitoring and interpretation of alarms of the proposed system/equipment to at least 20 technical personnel including associated documentation			No.	20		
6	Supply of technical and user manuals sets (4 hard and soft copies)			No.	4		
<b>Subtotal 4 to be carried to collection (Pg 49)</b>							

Name of Bidder *[insert complete name of Bidder]*Signature of Bidder *[signature of person signing the Bid ]*Date *[Insert Date]*

**MAIN SUMMARY**

Item No.	Description	C/F Page No.	Currencies .....
			(To be specified by bidders)
			Amount
			Cost inclusive of all Duties (DDP)
1.	Subtotal 1 carried from collection	45	
2.	Subtotal 2 carried from collection	46	
	<b>Total for Aeronautical Information Management Software</b>		
3.	Subtotal 3 carried from collection	47	
	<b>Total for Aeronautical Information Management Hardware</b>		
4.	Subtotal 4 carried from collection	48	
	<b>Total for Services</b>		
	<b>Total of fixed price tender carried to Bid Submission Form Section (page 40 )</b>		

**Total of Fixed Price in Words**

**Cost inclusive of all duties (DDP)**

.....  
 .....

Name of Bidder:.....

Signature:.....

Official Capacity:.....

Date: .....

**Note:** The Department of Civil Aviation reserves the right to remove any item listed in the Price Schedule during the contract execution. **PRICE SCHEDULE FOR MANDATORY SPARE PARTS**

Item No.	Critical parts, modules or cards of the system	MTBF	Qty	Unit Cost	Cost inclusive of Taxes & Duties (DDP)
1.	Server		1		
2.	Display Monitor		2		
3.	KVM		1		
4.	Power supply		2		
5.	Hard disks		4		
6.	Changeover module (if applicable)		1		
7.	Workstations		2		
8.	LAN switch (same as to be installed as part of this project)		1		
9.	Any other recommended spare		specify		
	<b>Add VAT at 15%</b>				
	<b>Total cost for spares</b>				

- Bidders shall submit the list of comprehensive set of recommended spare parts for supporting the equipment for a period of at least 5 years**
- Bidders may propose other spare parts and their respective prices. However, for evaluation purposes only items which are common to all bidders in addition to the above list will be considered.**

## Price and Completion Schedule – Related Services

Date: _____ Procurement Ref. No: _____ Alternative No: _____ Page N° _____ of _____						
Description of Services	Warranty Period	1 <sup>st</sup> Year maintenance	2 <sup>nd</sup> Year maintenance	3 <sup>rd</sup> Year maintenance	4 <sup>th</sup> Year maintenance	5 <sup>th</sup> Year maintenance
<b>Supply, Installation and Commissioning of Aeronautical Information Management System</b>	Equipment shall be on Warranty first year					
<b>Amount Cost inclusive of all taxes and duties</b>						
<b>Total Bid Price for Five Year Maintenance Contract (inclusive of all taxes and duties) after warranty</b>						

Name of Bidder *[insert complete name of Bidder]* Signature of Bidder *[signature of person signing the Bid]* Date *[insert date]*

**Note: Bidder shall take into account that the maintenance contract costs will be considered for evaluation purposes.**

## Bid Security (Bank/Insurance Guarantee)

.....[Bank/Insurance company's Name and Address of issuing Branch or Office]  
 .....

**Beneficiary:**.....[Name and Address of Public Body] .....

**Date:** .....

**BID GUARANTEE No.:** .....

We have been informed that .....[name of the Bidder]..... (hereinafter called "the Bidder") has submitted to you its bid dated .....(hereinafter called "the Bid") for the execution of .....[name of contract] ..... under Invitation for Bids No.....[IFB number] ..... ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a Bid Security.

At the request of the Bidder, we .....[name of Bank/Insurance company ]..... hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of .....[amount in figures]..... (.....amount in words.....) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has modified or withdrawn its Bid after the deadline for submission of its bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) has refused to accept a correction of an error appearing on the face of the Bid; or
- (c) having been notified of the acceptance of its Bid by the Public Body during the period of bid validity, (i) has failed or refused to sign the contract Form, if required, or (ii) has failed or refused to furnish the Performance Security, in accordance with the Instructions to Bidders.

This guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the contract signed by the Bidder and the Performance Security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful bidder; or (ii) thirty days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before .....[Public Body to insert date].....

This Guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458. (Applicable to overseas bidders only).

.....[Bank/Insurance company's seal and authorized signature(s)]  
 ].....

## Manufacturer's Authorization

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the **BDS**.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Procurement Ref. No.: *[insert number of bidding process]*

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

To: *[insert complete name of Purchaser]*

### WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

## ***COST STRUCTURE FOR VALUE ADDED CALCULATION PER PRODUCT***

### **COST STRUCTURE FOR VALUE ADDED CALCULATION PER PRODUCT**

	Rs	Rs
<b>Raw Materials, Accessories &amp; Components</b>		
• Imported (CIF)	.....	.....
• Local	.....	.....
<b>Labour Cost</b>		
• Direct Labour	.....	.....
<b>Direct Factory Expenses</b>		
• Operating Cost of Machine	.....	.....
• Expenses related for finishing of goods	.....	.....
• Packaging costs		
<b>Cost of Factory Overheads</b>		
• Electricity	.....	.....
• Rates & Insurance		
• Telephone	.....	.....
• Rent	.....	.....
• Depreciation	.....	.....
• Interest on Loans	.....	.....
• Direct Consumables	.....	.....
• Indirect Labour Charges ( factory employees)		
<b>Other (please specify)</b>		
• .....	.....	
• .....	.....	
• .....	.....	.....
<b>TOTAL COST</b>		

$$\text{Local Value Added} = \frac{\text{Total Cost} - \text{Cost of imported inputs}}{\text{Total Cost}} \times 100$$

- The cost structure should be certified by a Certified Accountant



## Notes on Locally manufactured goods

### Locally Manufactured Goods -Value-added criterion

The goods have been produced in Mauritius wholly or partially from imported materials (or materials of unknown origin) and the value added resulting from the process of production accounts for at least 25% of the ex-factory cost of the finished product.

#### Explanation:

The value added is the difference between the ex-factory cost of the finished product and the c.i.f. value of imported materials used in production.

Ex-factory cost means the value of the total inputs required to produce a given product. In applying this criterion, domestic material content may be either low or non-existent in the composition of the products.

#### Calculation of ex-factory cost:

The following costs, charges and expenses should be included:

(a) The cost of imported materials, as represented by their c.i.f. value accepted by the Customs authorities on clearance for home consumption, or on temporary admission at the time of last importation in Mauritius where they were used in a process of production, less the amount of any transport costs incurred in transit.

Provided that the cost of imported materials not imported by the manufacturer will be the delivery cost at the factory but excluding customs duties and other charges of equivalent effect thereon;

(b) The cost of **local materials**, as represented by their delivery price at the factory;

(c) The cost of **direct labour** as represented by the wages paid to the operatives responsible for the manufacture of the goods;

(d) The cost of direct factory expenses, as represented by:

- the operating cost of the machine being used to manufacture the goods;
- the expenses incurred in the cleaning, drying, polishing, pressing or any other process, as may be necessary for the finishing of the goods;
- the cost of putting up the goods in their retail packages and the cost of such packages but excluding any extra cost of packing the goods for transportation and the cost of any extra packages;
- the cost of special designs, drawings or layout; and the hire of tools, or equipment for the production of the goods.

(e) The cost of **factory overheads** as represented by:

- rent, rates and insurance charges directly attributed to the factory;
- indirect labour charges, including salaries paid to factory managers, wages paid to foremen, examiners and testers of the goods;
- power, light, water and other service charges directly attributed to the cost of manufacture of the goods;
- consumable stores, including minor tools, grease, oil and other incidental items and materials used in the manufacture of the goods;
- depreciation and maintenance of factory buildings, plant and machinery, tools and other items used in the manufacture of the goods

The following costs, charges and expenses **should be excluded**:

(a) **Administration expenses** as represented by:

- office expenses, office rent and salaries paid to accountants, clerks, managers and other executive personnel;
- directors' fees, other than salaries paid to directors who act in the capacity of factory managers;
- statistical and costing expenses in respect of the manufactured goods;
- investigation and experimental expenses.

(b) **Selling expenses**, as represented by:

- the cost of soliciting and securing orders, including such expenses as advertising charges and agents' or salesmen' commission or salaries;
- expenses incurred in the making of designs, estimates and tenders.

(c) **Distribution expenses**, represented by all the expenditure incurred after goods have left the factory, including;

- the cost of any materials and payments of wages incurred in the packaging of the goods for export;
- warehousing expenses incurred in the storage of the finished goods;
- the cost of transporting the goods to their destination.

(d) **Charges not directly attributed to the manufacture of the goods**:

- any customs duty and other charges of equivalent effect paid on the imported raw materials;
- any excise duty paid on raw materials produced in the country where the finished goods are manufactured;
- any other indirect taxes paid on the manufactured products;
- any royalties paid in respect of patents, special machinery or designs; and
- finance charges related to working capital.

## **PART 2 – Supply Requirements**

# Section V. Schedule of Requirements

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## List of Goods and Delivery Schedule

Line Item N°	Description of Goods	Quantity	Physical unit	Final Destination (Project Site) as specified in BDS	Delivery (as per Incoterms) Date	
					Earliest Delivery Date	Bidder's offered Delivery date [ <i>to be provided by the bidder</i> ]
<b>A</b>	<b>Aeronautical Information Management Software</b>					
1	Supply, Installation, Testing and Commissioning of Aeronautical Information Management System as per the Technical Specifications	Lots	Sum	Area Control Centre	24 weeks from date of award of contract	
2	Supply, Installation, Testing and Commissioning of AIP Documents Production and Publication as per the Technical Specifications	Lots	Sum	Area Control Centre	24 weeks from date of award of contract	
3	Supply, Installation, Testing and Commissioning of Aeronautical e-Charting Production and Generation as per the Technical Specifications	Lots	Sum	Area Control Centre	24 weeks from date of award of contract	
4	Supply, Installation, Testing and Commissioning of NOTAM operations (generation, issuance, receival, monitoring and issuance of Pre-Flight Information Bulletin) as per the Technical Specifications	Lots	Sum	Area Control Centre	24 weeks from date of award of contract	
5	Supply, Installation, Testing and Commissioning of Aeronautical Information Management Database	Lots	Sum	Area Control Centre	24 weeks from date of award of contract	

Line Item N°	Description of Goods	Quantity	Physical unit	Final Destination (Project Site) as specified in BDS	Delivery (as per Incoterms) Date	
					Earliest Delivery Date	Bidder's offered Delivery date [ <i>to be provided by the bidder</i> ]
<b>B</b>	<b>Aeronautical Information Management Hardware</b>					
1	Design and Propose a Hardware System Architecture for the AIM system in line with requirements of the bidding document	Lots	Sum.	Equipment Room, Area Control Centre	24 weeks from date of award of contract	
2	Supply, Installation, Testing and Commissioning of AIM Database/Management Servers (primary and secondary), as per Technical Specifications of the bidding document, including associated required accessories and rack.	2	No.	Equipment Room, Area Control Centre	24 weeks from date of award of contract	
3	Supply, Installation, Testing and Commissioning of dual LAN network interconnecting the servers and the workstations for redundancy purposes including any associated equipment	Sum	Lots	NOTAM Office and AIS Publication Office at Area Control Centre	24 weeks from date of award of contract	
4	Supply, Installation and Commissioning of Centralized Control and Monitoring System with associated hardware and software	Sum	Lots	Control Room, Area Control Centre	24 weeks from date of award of contract	
5	KVM Switch, Routers, LAN Switches with all necessary accessories for the successful operation of the Aeronautical Information Management System	Sum	Lots	Equipment Room, Area Control Centre	24 weeks from date of award of contract	

6	Supply, Installation and Commissioning of Online UPS for each proposed workstation	Sum	Lots	Area Control Centre	24 weeks from date of award of contract	
7	Interfacing with existing AMHS, GIS and NTP Server	Sum	Lots	Equipment Room, Area Control Centre	24 weeks from date of award of contract	
Line Item N°	Description of Goods	Quantity	Physical unit	Final Destination (Project Site) as specified in BDS	Delivery (as per Incoterms) Date	
					Earliest Delivery Date	Bidder's offered Delivery date [ <i>to be provided by the bidder</i> ]
<b>C</b>	<b>Services</b>					
1	Factory Acceptance Test (FAT) for 2 operational and 2 Technical Staff including associated documentation	4	No.	Manufacturer's Site	24 weeks from date of award of contract	
2	Site Acceptance Test of all the installed equipment/system and software	Lots	Sum	Area Control Centre	24 weeks from date of award of contract	
3	Local Operational Training for 13 officers	13	No.	Area Control Centre	24 weeks from date of award of contract	
4	Local Technical Training including maintenance and troubleshooting of proposed system/equipment to at least 10 technical personnel including associated documentation	10	No.	Area Control Centre	24 weeks from date of award of contract	
5	Local Training for monitoring and interpretation of alarms of the proposed system/equipment to at least 20 technical personnel including associated documentation	20	No.	Area Control Centre	24 weeks from date of award of contract	

6	Supply of technical and user manuals sets (4 hard and soft copies)	Sum	Lots	Area Control Centre	24 weeks from date of award of contract	
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## 2. List of Related Services and Completion Schedule

*[ This table shall be filled in by the Purchaser. The Required Completion Dates should be realistic, and consistent with the required Goods Delivery Dates (as per Incoterms)]*

<b>Service</b>	<b>Description of Service</b>	<b>Quantity<sup>1</sup></b>	<b>Physical Unit</b>	<b>Place where Services shall be performed</b>	<b>Final Completion Date(s) of Services</b>
<i>[insert Service No]</i>	<i>[insert description of Related Services]</i>	<i>[insert quantity of items to be supplied]</i>	<i>[insert physical unit for the items]</i>	<i>[insert name of the Place]</i>	<i>[insert required Completion Date(s)]</i>

1. If applicable

## **3. Technical Specifications**

### **3.1 Project Description**

#### **3.1.1 Introduction**

The Aeronautical Information Service (AIS) unit of the Department of Civil Aviation, is responsible for the provision of aeronautical information services and aeronautical charts for the safety, regularity and efficiency of air navigation within the Mauritius Flight Information Region (FIR). The provision of AIS services is carried out in a pre-defined timely manner so that accurate information is made available to our stakeholders in line with the air traffic management operational requirements within the FIR of Mauritius

#### **3.1.2 Project Objective**

The objective of this project is to migrate from paper-based aeronautical information services to data-centric and digital aeronautical information management. The bidder shall design and propose a system architecture including associated hardware and software for the implementation of an Aeronautical Information Management (AIM) System that satisfies all technical and functional requirement as described in this document. The bidder shall also design, supply, install and commission the proposed AIM system.

#### **3.1.3 Scope of Works**

The scope of works shall comprise but not limited to the following:

- supply, installation, testing and commissioning of electronic-Aeronautical Information Publication (e-AIP) production and publication system;
- supply, installation, testing and commissioning of electronic-charting (e-charting) for production of electronic charts;
- supply, installation, testing and commissioning of NOTAM processing, issue and distribution system;
- supply, installation, testing and commissioning of necessary hardware (such as servers, switches, routers, workstations, printers and associated equipment) for deployment of the abovementioned software and systems;
- interfacing with existing systems such as NTP server, AMHS and GIS including supply of any hardware required for such interfacing;
- Supply, installation and commissioning of a system monitoring workstation for monitoring of all the system health and status of all hardware of the abovementioned system;
- Supply of operational training for deployment of the abovementioned systems and software;
- Supply of technical training for maintenance, troubleshooting and repair of the proposed system/equipment.
- Pre-loaded E-AIP, e-Chart, Database and NOTAM System with up-to-date data.

- Follow-up/observation phase of the installed system until fully operational

### 3.2 Technical Requirements - Software

The proposed system shall consist but not limited to the following:

1. Integrated Aeronautical Information Database
2. Electronic AIP Publication
3. Electronic Chart Publication
4. NOTAM Management System

#### 3.2.1 e-AIP Specifications

Electronic AIP production and publication component – Automated production of e-AIP including the management of AIP, Amendments, Supplements, Circulars and others AIM products shall be as per provision of:

- ICAO Annex 15 to the Chicago Convention — Aeronautical Information Services (Sixteenth Edition – July 2018)
- ICAO Doc 10066 – Procedures for Air Navigation Services AIM (PANS-AIM), 1st Edition, 2018
- ICAO Doc 8126 – Aeronautical Information Services Manual, Seventh Edition, 2021.

The e-AIP specifications shall be as follows:

- Provision of a suitable software application or system which can integrate with the aeronautical information database to extract data and produce an electronic AIP (e-AIP), e-AIP Supplement, and e-Aeronautical Information Circular publications.
  - the software or system shall allow both production and maintenance of all sections associated with eAIP ICAO standards.
  - The proposed software or system shall have an integrated workflow management with multiple user functions.
  - The proposed software or system shall automatically produce on each amendment publication a cover page, list of pages to add and to delete, checklist, and table of contents.
  - The proposed system shall be able to publish AIP Supplement and AIP Amendment according to Aeronautical Information Regulation and Control (AIRAC) cycle and having the publication and effective date.
  - The AIP Amendment, AIP Supplement and AIC shall be allocated a serial number which is consecutive and based on the calendar year.
  - The proposed software or system should produce the eAIP in multiple formats to include: HTML and PDF and others associated with expected internet (web browser) or aeronautical message handling systems (AMHS).
  - The proposed system shall allow for both displaying and dispatching on electronic devices and printing on paper.

- At least two persons can work simultaneously on the e-AIP.
- Provision of local training for up to 13 personnel in the administration, management and operation of eAIP production using the software or system. The training should include:
  - A short refresher review of ICAO AIP responsibilities and production.
  - Software or system workflow management and functionality.
- Develop and provide a maintenance contract for a period of 5 years detailing customer support, including processes, key contacts, disaster recovery, software or system updates and other provisions to ensure continued eAIP application functionality.
- The proposed system shall be fully compliant with EUROCONTROL-SPEC-146 Specification for the Electronic Aeronautical Information Publication (eAIP) document.

### **3.2.2 Integrated Aeronautical Information Database Application specifications**

The Integrated Aeronautical Information Database Application shall be as per provision of:

- ICAO Annex 4 to the Chicago Convention – Aeronautical Charts (Eleventh Edition – July 2009)
- ICAO Annex 15 to the Chicago Convention — Aeronautical Information Services (Sixteenth Edition – July 2018).
- ICAO Doc 10066 – Procedures for Air Navigation Services AIM (PANS-AIM), 1st Edition, 2018.
- ICAO Doc 8126 – Aeronautical Information Services Manual, Seventh Edition, 2021

The Integrated Aeronautical Information Database Application specifications shall be as follows:

- Establish a centralized and secure system architecture based on the latest version of the Aeronautical Information Exchange Model (**AIXM**)
- The proposed system shall be Aeronautical Data Quality (ADQ) compliant
- Deliver to the Authority a clear and comprehensive database application design, development, and implementation plan outlining key activities, tasks, roles, duties, and project timelines.
  - The application design shall support both static and dynamic data functions
  - The application shall provide data access to and from multiple product applications.
- Assist the Authority with the development, and data input into the integrated

database, of an Aeronautical Data Catalogue or segmented document repository relating to past, present and future aeronautical data for airports listed in the Mauritius AIP and associated operational airspace.

- To provide database maintenance tools to organize the storage of documents, forms, tables, charts, schemas and standardized templates in support to a customer's unique data format.
  - To provide the functions or tools of data reporting and statistics.
  - To provide data integrity checks using cyclical redundancy checks (CRC) for quality management support
  - To provide customized rule making for data configuration and storage.
  - To support Metadata management including full data changes traceability and history management
  - To provide Data Integrity control (overall accuracy, completeness, and consistency of data)
  - The proposed system shall be compliant with GIS engine for data visualization and analysis.
- Provision of local training for up to 13 personnel in the administration, management and operation of Integrated Aeronautical Information Database Application software or system. The training should include:
    - A short training on data management and AIXM.
    - Software or system workflow management and functionality.
  - Develop and provide a maintenance contract for 5 years detailing customer helpdesk support to include database processing, key vendor support contacts, disaster recovery, data security, software updates for programming "fixes", improvements or enhancements; and other provisions to ensure continued database functionality and data recovery.
  - The proposed system shall be fully compliant with EUROCONTROL-SPEC-146 Specification for the Electronic Aeronautical Information Publication (eAIP) document

### 3.2.3 e-Charting Specifications

The e-charting should be as per provision of:

- ICAO Annex 4 to the Chicago Convention – Aeronautical Charts (Eleventh Edition – July 2009)
- ICAO Annex 15 to the Chicago Convention — Aeronautical Information Services (Sixteenth Edition – July 2018).
- ICAO Doc 10066 – Procedures for Air Navigation Services AIM (PANS-AIM), 1st Edition, 2018.
- ICAO Doc 8126 – Aeronautical Information Services Manual, Seventh Edition, 2021

The e-Charting specifications shall be as follows:

- The Electronic production of Charts software shall enable the production of Enroute Chart, Area Chart, Aerodrome / heliport Chart, Terrain and Obstacle Chart, SID/STAR Chart, Instrument Approach Chart and Visual Approach Chart.
- Provision of a suitable software application or system that can integrate with the aeronautical information database to extract data and produce charting products for primary use in the eAIP publications.
- The proposed software or system shall be based on Geographical Information System (GIS) that is in existing compliance with standard aeronautical requirements and data transfer formats.
  - With a system for archiving and maintaining charts in a shred file repository.
  - Functionality to include chart management, standard symbology, labelling, editing, output format.
  - Product output formats to include but not limited to PDF, TIFF, GeoTIFF, HTML, and JPEG.
- Provision of local training for up to 13 personnel in the administration, management and operation of charting software or system. The training to include:
  - A short introduction of ICAO aeronautical cartography.
  - Software or system workflow management and functionality.
- Develop and provide a maintenance contract for 5 years detailing customer support, including processes, key contacts, disaster recovery, software or system updates and other provisions to ensure continued production of e-charts.

### **3.2.4 NOTAM Management System Specifications**

The NOTAM Management System shall be as per provision of:

- ICAO Annex 15 to the Chicago Convention — Aeronautical Information Services (Sixteenth Edition – July 2018).
- ICAO Doc 10066 – Procedures for Air Navigation Services AIM (PANS-AIM), 1st Edition, 2018.
- ICAO Doc 8126 – Aeronautical Information Services Manual, Seventh Edition, 2021

The NOTAM Management System specifications shall be as follows:

- The NOTAM Management System shall enable the issue of local NOTAM, keep a database of foreign NOTAM, enable the publication of Pre-Flight Information Bulletin, and generate daily and monthly NOTAM Summary
- Provision of a suitable software application or system that can integrate with the aeronautical information database to extract data and publish NOTAM.
- Enable the dispatch of NOTAM / Pre-Flight Information Bulletin / NOTAM Summary by AMHS/AFTN as well as by email.
- Visualisation of the coordinates in relevant NOTAMs on a map to ensure the

- accuracy of coordinates provided
- Enable the generation of statistics and reports regarding NOTAM which have been issued even after they are no longer current.
- Support Dual Environment for NOTAM and D-NOTAMs
- At least 2 officers should be able to work on the NOTAM Management System.
- Provision of training for up to 13 personnel in the administration, management and operation of the NOTAM Management System. The training to include the Software or system workflow management and functionality.
  
- Develop and provide a maintenance contract for 5 years detailing customer support, including processes, key contacts, disaster recovery, software or system updates and other provisions to ensure continued issue of NOTAM, Pre-flight Information Bulletin and NOTAM Summary.

### **3.3 Technical Requirements - Hardware**

#### **3.3.1 Hardware Specifications**

The proposed AIM System shall be based on a client/server architecture, and shall be a dual server based system, running in Main/Standby configuration so that any one component/hardware failure does not halt the provision of AIS services. All servers to be supplied as part of this project, shall be equipped with dual power supplies. The configuration, storage and processing of all AIS/AIM data shall be carried out on both servers so that failure of any one server ensures continuity of service.

The system shall be composed of a centralized database in which all aeronautical and terrain data are stored. All the workstations shall be connected to the centralized database through the local area network on an Ethernet TCP/IP standard.

#### **3.3.2 Proposed Architecture/Design**

The AIS office of the department comprises of:

- (i) NOTAM Office (1<sup>st</sup> floor Area Control Centre), whereby NOTAM are generated, published and circulated to stakeholders/concerned parties through the AMHS; and
- (ii) Publication Office (Ground Floor Area Control Centre), whereby AIP documents are prepared, generated, published and circulated to AIP subscribers.

Currently, the AIP documents including amendments, charts, AIP supplements, AIC and NOTAM summary are prepared and published/distributed on paper based. The GPS coordinates and information about a particular service/equipment/reporting point has to be inserted manually. The department has the requirement to digitize the above process so that AIP documents, NOTAM and charts are generated in electronic format. Hence, the bidder shall design and propose an Aeronautical Information Management (AIM) system architecture with necessary hardware (such

as servers, workstations, switches, printers amongst others) and software, to meet our requirements as detailed in the bidding document, taking into consideration the following:

- at least two AIS officers should be able to work on the e-AIP system simultaneously in both offices in order to generate AIP documents;
- AIS officers should be able to access the Integrated Aeronautical Information Database Application at any point of time from both offices;
- Officers of the Publication office should be able to prepare and generate charts electronically for AIP documents publications. The charts should be printed in A3 color formats;
- the NOTAM Management System shall be available in both offices as follows:
  - NOTAM office
    - for preparation and issue of local NOTAMs in A and B series; and
    - receive NOTAMs from other countries/NOTAM offices and generate Pre-Flight Information Bulletin.
  - Publication Office
    - for consultation/access and monitoring of existing NOTAMs; and
    - preparation and issue of NOTAMs as and when required.
- The proposed AIM software shall allow generation of the documents in PDF format for publication on the department website;
- The design and proposed AIM system shall include all hardware required for operation of the abovementioned services (including workstations, printers, switches, appropriate monitor displays);
- The proposed AIM system shall allow the AIS officers to generate printouts of AIP documents in both offices;
- The workstations to be supplied as part of this project shall have the capability to access to different user profiles (e-AIP, Integrated Aeronautical Information Database Application , e-Charting, NOTAM Management System ) irrespective of the location they shall be installed;
- The number of terminals shall be easily upgraded, e.g. by simply importing a new system license. The workstations and servers shall be supplied with all the required operating system/software/antivirus licenses (Microsoft Windows, Microsoft Office, etc).

### **3.3.3 Interfacing with Existing Systems**

The proposed system shall be interfaced with our existing NTP server, AMHS system and GIS equipment. Any hardware required for the interfacing (switch, router with firewall protection, etc) shall be supplied and installed accordingly.

### **3.3.4 Centralized Control and Monitoring System**

A Centralized Control and Monitoring system, shall be provided which will enable the control and monitoring of the proposed system's elements functionalities (both hardware and software) including failure events and alerts. A monitoring workstation, shall also be supplied and installed at the Watch Technician position in the Control Room of the ACC for monitoring of the system elements, alerting faults, failure wherever applicable. The monitoring workstation shall allow the



user to view, restart, configure the system elements/hardware in case of failure. The proposed centralized control and monitoring system shall be able to create log and store log files and same should be extractable in plaintext or CSV format. Only the administrator profile shall be able to access the log files.

### **3.3.5 General Technical Requirements**

#### **3.3.5.1 Design**

The proposed equipment shall be compact, fully solid state and highly reliable. The design and selection of the proposed equipment shall be consistent with the requirements of long-term trouble free operation with highest degree of reliability and maintainability. The equipment shall also be designed for ease of installation and adjustment and be readily accessible for maintenance purposes. Proven experience of the bidder shall be required and shall be at least 5 years.

#### **3.3.5.2 Equipment Construction**

All equipment to be supplied as part of this project shall be constructed to operate safely without undue heating, vibration, wear, corrosion, electromagnetic interference or similar problems. The supplied equipment shall be designed for continuous unattended operation and the design, construction and reliability shall be of the highest order.

The standards adopted for mechanical construction and for electronic components shall be stated by the bidder. Any relevant national or military standards shall also be stated. The mechanical standards adopted in relation to the ability of equipment to withstand mechanical vibration and impact shall be stated by the bidder.

The equipment shall be constructed on a modular basis throughout, using plug-in type components and connectors suitable for repeated matings without impairing their efficiency. The connections within the equipment where separation of parts may be required shall be by plug and socket adequately rated for the purpose. Plug and socket connections shall be keyed or polarised to prevent incorrect mating.

#### **3.3.5.3 Availability**

The proposed system/equipment shall be designed for continuous operation (24 hours a day and 365 days a year) with availability equal to or exceeding 99.9999%.

#### **3.3.5.4 System Reliability**

The bidders are required to provide the Mean Time Between Failure (MTBF) and Mean Time to recovery (MTTR) of all the components forming parts of the equipment proposed.

The bidder/s must quote equipment which has proved to be reliable and is already in operation in one or more places. Documentary evidence must be submitted to prove the reliability of the equipment quoted.

#### **3.3.5.5 Spares and software updates/upgrades**

The proposed system shall be supplied with a comprehensive set of recommended spares for supporting successful operation of the equipment for a period of at least 5 years from the commissioning date. The bidder shall quote for a list of mandatory spare list in line with the above.

All types of spares and spare modules shall be made available for at least a period of 15 years from the date of the equipment has been commissioned, for the maintenance and repair of the equipment.

In case any equipment is to become obsolete, the Department of Civil Aviation has to be notified promptly and alternative ones have to be proposed as replacement.

Software updates and upgrades shall also be made available for a period of at least 15 years.

#### **3.3.5.6 Supply of Cables**

All interconnecting cables required to connect the equipment shall be supplied. All cables shall be fully assembled, connector pre-terminated and factory tested as part of overall system check.

#### **3.3.5.7 Supply of Rack**

The system components shall be installed in a new rack 19 inch racks. All metal surfaces shall be treated against corrosion with a treatment appropriate for the metal. The bidder shall state the standards used for the treatment.

#### **3.3.5.8 System Response Time**

All functions of the proposed system shall have a reasonable response time, found satisfactory/acceptable by the AIS unit. The bidder must provide at least 2 (two) verifiable references for AIS-to-AIM operational projects of a comparable size (or larger) of system as required under this project.

### **3.3.6 General Requirements**

#### **3.3.6.1 Labelling**

##### **3.3.6.1.1 Language**

All labels shall be in English.

##### **3.3.6.1.2 Plug And Socket**

All plugs and sockets shall be marked/labeled in such a way as to avoid ambiguity in locating the mating connector. Input/output termination cables shall be properly labelled to permit ready identification of the incoming/outgoing wiring. All interconnecting cables shall also be appropriately labelled.

##### **3.3.6.1.3 Printed Circuit Board Labeling**

All PCBs shall be labeled with the type of PCB and a serial number. Provision shall be made for an issue number area on the PCB for modifications.

##### **3.3.6.1.4 Module labeling**

Each module shall be labeled with its position in the equipment, the name of the module, the serial number, part number and the software version.

**3.3.6.1.5 Equipment labeling**

Each module position in the equipment rack shall be labeled with the name of the module to be inserted. Equipment racks shall be labeled.

**3.3.6.2 Environment****3.3.6.2.1 Temperature and Humidity**

The equipment shall be capable of continuous operation between ambient temperature 10<sup>0</sup>C to 40<sup>0</sup>C and in relative humidities of up to 95 percent non-condensing.

**3.3.6.2.2 Visibility**

Displays and indicators shall be easily readable over the range of lighting levels experienced in the environment where the equipment is installed.

**3.3.6.3 Electrical and Transient Interference****3.3.6.3.1 Lightning Protection**

The bidder shall provide lightning protection wherever applicable and for external line interfaces. All distribution frames used for external circuits shall have fast acting surge protection.

**3.3.6.3 Electrostatic Protection**

The contractor shall provide any anti-static standards and materials to ensure the equipment is not damaged by electrostatic discharge. The bidder shall state the standards and practices used for electrostatic protection during manufacture, testing, shipping and installation.

**3.3.6.4 Electromagnetic Interference**

- (a) The equipment shall be protected from radiated or conducted electrical interference from existing equipment.
- (b) The equipment shall be designed to meet appropriate EMC standards e.g. CSIPR, IEC, VDE. The bidder shall specify which standards are being met.

**3.3.6.5 Non-Ionising Radiation**

- (a) The levels of electromagnetic radiation from all displays and monitors shall be substantially less than those proposed by the International Commission on Non-Ionising Radiation Protection.
- (b) The bidder shall state the levels of electromagnetic radiation emitted by all displays and monitors proposed.

**3.3.6.6 Power Supplies****3.3.6.6.1 Mains Power**

The AC power supplies available are 230 V, 50 Hz single phase. The department is equipped with two independent UPSs for all its equipment and hence the supplier shall make provision to power the data cabinet from the distribution board of the two UPSs. The successful bidder should also provide power cables between the data cabinet and distribution board and circuit breakers with proper ratings for the operation of the proposed system/equipment.

#### **3.3.6.6.2 Power Consumption**

The bidder shall state the total power consumption (kVA) of the equipment.

#### **3.3.6.7 Earthing System**

- (a) All equipment shall be earthed.
- (b) The maximum acceptable earth resistance shall be about 2  $\Omega$ . Each system (communication equipment, electrical system and lightning system) shall have its own earth system.
- (c) Where an earthed DC supply is used, it shall be negatively earthed.

#### **3.3.6.8 Installation**

- (a) The electrical installation shall comply with electrical standards and practices of the Institute of Electrical Engineers (UK) 18<sup>th</sup> Edition Wiring Regulation (BS 7671 – 2018) with subsequent amendment.
- (b) All outdoor data communication shall be terminated on a krone or similar distribution frame and protected with surge devices when wired connection is used.
- (c) All cabling shall be neatly tied to cable trays.
- (d) All cabling shall be provided by the bidder except where explicitly stated.
- (e) All equipment racks shall be suitably secured to the floor.
- (f) Outdoor cables shall be concealed with PVC conduits. PVC conduits shall be neatly secured. Indoor cables shall be concealed in trunking or existing cable trays (if space available).

#### **3.3.6.9 Factory Acceptance Testing**

Factory Acceptance Testing (FAT) of the equipment shall be witnessed by two DCA technical staff and two officers from the ATM section. Schedule FAT and details of the FAT shall be submitted at least 8 weeks in advance. Cost for air ticket, inland transfer, boarding and subsistence allowance shall be borne by the Department of Civil Aviation. The successful bidder shall take remedial actions concerning all outstanding issues found during the FAT.

The commissioning and Site Acceptance Test (SAT) of the proposed AIM system shall be carried out after the installation has been successfully completed.

### **3.3.6.10 Training**

**3.3.6.10.1** The bidders must include in the quotation for onsite local training for:

- (i) 13 officers from the AIS section
- (ii) 10 technical staffs (Engineers/Technicians) who will maintain and repair the equipment after the warranty period
- (iii) 20 technical personnel (Watch Technicians) who will monitor the status of the equipment on a 24hr/7 days basis.

Bidders must mention pre-requisite for the local training and the training syllabus/schedule must be provided one month in advance for DCA's approval.

**3.3.6.10.2** The training should be both theoretical and practical. For technical personnel the training should cover detailed fault finding procedures, repairs and maintenance for the equipment. For operational personnel, the training should cover the use of the software for generating/issue/distribution the AIP documents, Charts and NOTAMs and also to maintain the database in line with AIXM.

For Watch Technicians, the training should cover interpretation of different alarms/status of the proposed system.

The duration of the training should be clearly specified for each type of training.

**3.3.6.10.3** The training sessions should be carried out by fully qualified trainers and a complete schedule (operational and technical) should be submitted along with the tender.

**3.3.6.10.4** Course notes and documentation shall be provided in both hard and soft copy. All courses shall use the English Language, involve theoretical and practical training on the equipment, demonstrate simulation of faults where possible, use documentation tailored to the Mauritius system.

**3.3.6.10.5** At the completion of each course, each trainee shall have:-

- a. a full set of course notes in English (hard and soft copies)
- b. an overview of the complete system
- c. a sound understanding of the system operation and functionality
- d. knowledge of the functional design and fault indications within the system,
- e. proficiency in the operation of the system.

In addition to the above, the technical staff shall have a detailed knowledge of any configurable parameters and a detailed knowledge of how to perform preventative and corrective maintenance including:-

- i. checking performance parameters;
- ii. interpreting fault conditions;
- iii. selecting and applying maintenance aids such as fault finding procedures, test programs, and test equipment;
- iv. carrying out adjustments;
- v. performing normal restoration of service.

At the end of each course, each participant shall be supplied with a Certificate of completion to certify that they have attended the course.

**3.3.6.11 Tools and Test Equipment**

The bidder shall itemise all test equipment or special tools, including software tools for diagnosis of faults. Quote of the test gear shall be submitted in the offer.

**3.3.6.12 Warranty**

Equipment other than servers and workstations should have warranty period of at **least one year** from date of commissioning.

Hardware such as workstations and printers should have a warranty of at least 3 years from the date of commissioning.

**3.3.6.12.1** In case of breakdown of any equipment under warranty, the supplier should undertake to effect repair or provide replacement unit within the shortest possible time but shall not be more than 5 days from date of notification.

**3.3.6.12.2** However, in case of recurrent breakdown leading to the disruption in the normal duty of the user, the DCA reserves the right to claim a new equipment of the same Make, Model, Country of Manufacture and in perfect working condition from the supplier within a reasonable delay from being notified.

**3.3.6.12.3** In case of any breakdown, the warranty period of the equipment concerned should automatically be extended by the down time.

**3.3.6.12.4** In case of major breakdown, the applicable warranty period should restart.

**3.3.6.12.5** Supplier should provide the above services to the DCA without any additional cost during the whole warranty period of the equipment and each CLAUSE of the warranty will be applicable as from date of notification to the supplier.

**NOTE:** In case of non-compliance to any warranty Clause, the DCA reserves the right to seize the Performance Security.

**3.3.6.13 Maintenance**

**3.3.6.13 System Lifetime**

The contractor shall support the system offered for a minimum period of 15 years. Spares and software updates/upgrades shall be guaranteed for this period.

**3.3.6.14 Preventive Maintenance**

- (a) The bidder shall provide recommended preventative maintenance procedures (both software and hardware) to be carried out by DCA.

- (b) The bidder shall recommend the level and periodicity of preventative maintenance. The Bidder shall prepare and provide long and short term System Maintenance Plans (both operations and technical).

### **3.3.6.15 Maintenance during and after warranty**

Maintenance carried out by the technical staff DCA will be limited to level 1. It shall be possible for the trained technical staff to replace LRU.

Successful bidder shall provide:

- technical support (level 2, level 3) for both hardware and software during warranty phase as well as arrangement for receipt/despatch of hardware for repair; and
- long term maintenance support after the warranty period.

The supplier should undertake to effect repair or provide replacement unit within the shortest possible time but shall not be more than 5 days of notification for critical faults. The successful bidder shall provide and maintain throughout the contract life a detailed technical documentation pertaining to the installation, maintenance and troubleshooting related to the proposed system.

### **3.3.6.16 Site Acceptance Test**

After successful completion of the installation, Site Acceptance Test (SAT) will be carried out. The contractor will be required to submit SAT procedures for approval at least 4 weeks before the scheduled SAT date. Any comments or modifications by DCA will have to be incorporated in the SAT procedure document and resubmitted for approval at least one week before the scheduled SAT date.

### **3.3.6.17 Project Schedule**

The bidder shall include a Gantt chart of the major milestones of the contract. As a minimum, the following milestones shall be included in the chart:

- (a) Order/Manufacture of Equipment/Procurement of Equipment
- (b) Submission of Factory Acceptance Test (FAT) document (8 weeks before FAT)
- (c) FAT (to be carried out at the premises of the successful bidder and completed before installation)
- (d) Onsite Equipment Delivery
- (e) Installation Works
- (f) Testing
- (g) Submission of Site Acceptance Test (SAT) document (4 weeks before SAT)
- (h) Site Acceptance Test (SAT)
- (i) Onsite Local Training

A revised programme of works has to be submitted in case there is a change in expected date of completion of any milestone. The business hours for DCA is from 0845 to 1600 (local MRU time) during weekdays and if the contractor intends to work on weekends, DCA should be informed in advance so that necessary arrangements could be made.

### **3.3.6.18 Deliverable Documentation**

All documentation shall be of a high standard, presented clearly, correctly and in the English language. All drawings shall use standard symbols and conventions. All Maintenance and Operator Manuals shall be delivered in both hard and soft format. The manual should be explicit and user friendly. Five sets (hard and soft) of technical and operators manuals and other technical documentation shall be provided with the deliverable equipment. Each set shall include a copy of those manuals and documentation required for each type of third party hardware item as supplied.

**3.3.6.18.1** The deliverable documentation shall take the form of the following:-

- (a) Operational/Users Documentation;
- (b) System Documentation;
- (c) Technical Documentation including fault analysis and repair;
- (d) ICDs Interface Control Documents for each equipment which have been interfaced and other equipment which can be interfaced.

**3.3.6.18.2** Certificates of Origin, Safety and Compliance for all deliverable equipment, shall be provided.

**3.3.6.18.3** Software licenses with all deliverable software shall be provided. These licenses shall be transferable to DCA upon equipment/AIM system hand over from successful bidder.

### **3.3.6.19 Site Visit**

Bidders are strongly advised to visit the site before submission of the tender so as to be fully acquainted with the nature of site and extend of work involved. No claim for extra expenses or extension of time under the contract will be entertained on the ground that insufficient information was given in the Tender Document and the Contractor was not conversant with the condition prevailing on the site or during the course of the work the contractor encountered unexpected difficulty which could have been avoided by inspection of the site.

The site visit will be scheduled on 29 February 2024 at 11:00 hrs at the Area Control Centre, SSR International Airport, Plaine Magnien, Mauritius. All the costs involved for the site inspection shall be borne by the bidders.

### **3.3.6.20 VAT Registration**

The bidder must be VAT registered with the Mauritius Revenue Authority (MRA) and shall state the VAT amount for each invoice. In case bidder is not yet registered, necessary action for registration should be completed with MRA on award of contract. The Contact details of the MRA is:

**Ehram Court**  
**Cnr. Sir Virgil Naz & Mgr Gonin Streets**  
**Port-Louis**



**Mauritius**

Tel: (+230) 207 6000

Fax: (+230) 211 8099

## 4. COMPLIANCE SHEET

### COMPLIANCE SHEETS

Compliance Sheet must be duly filled in by bidders. Any deviation or non-compliance shall be clearly stated by the bidder.

*“Summary of Technical Specifications. The Goods and Related Services shall comply with following Technical Specifications and Standards:*

#### **COMPLIANCE SHEET FOR CAV/QUO: No 16 of 2023/24 – Supply, Installation and Commissioning of Aeronautical Information Management System**

<i>REFERENCE</i>	<i>TECHNICAL SPECIFICATIONS</i>	<i>COMPLY/ NOT COMPLY</i>	<i>REMARKS</i>
3.13	Scope of Works		
3.2	Technical Requirements - Software		
3.2.1	e-AIP Specifications		
3.2.2	Integrated Aeronautical Information Database Application specifications		
3.2.3	e-Charting Specifications		
3.2.4	NOTAM Management System Specifications		
3.3	Technical Requirements - Hardware		
3.3.1	Hardware Specifications		
3.3.2	Proposed Architecture and Design		
3.3.3	Interfacing with Existing Systems		

3.3.4	Centralized Control and Monitoring System		
3.3.5	General Technical Requirements		
3.3.5.1	Design		
3.3.5.2	Equipment Construction		
3.3.5.3	Availability		
3.3.5.4	System Reliability		
3.3.5.5	Spares and Software Updates/Upgrades		
3.3.5.6	Supply of Cables		
3.3.5.7	Supply of Equipment Rack		
3.3.5.8	System Response Time		
3.3.6	General Requirements		
3.3.6.1	Labeling		
3.3.6.1.1	Language		
3.3.6.1.2	Plug and Socket		
3.3.6.1.3	Printed Circuit Board Labeling		
3.3.6.1.4	Module Labeling		
3.3.6.1.5	Equipment Labeling		
3.3.6.2	Environment		

3.3.6.2.1	Temperature and Humidity		
3.3.6.2.2	Visibility		
3.3.6.3	Electrical and Transient Interference		
3.3.6.3.1	Lightning Protection		
3.3.6.3	Electrostatic Protection		
3.3.6.4	Electromagnetic Interference		
3.3.6.5	Non-Ionising Radiation		
3.3.6.6	Power Supplies		
3.3.6.6.1	Mains Power		
3.3.6.6.2	Power Consumption		
3.3.6.7	Earthing System		
3.3.6.8	Installation		
3.3.6.9	Factory Acceptance Testing		
3.3.6.10	Training		
3.3.6.11	Tools and Test Equipment		
3.3.6.12	Warranty		
3.3.6.13	Maintenance		
3.3.6.13.1	System Lifetime		
3.3.6.13.2	Preventive Maintenance		

3.3.6.13.3	Maintenance during and after warranty		
3.3.6.14	Site Acceptance Test		
3.3.6.15	Project Schedule		
3.3.6.16	Deliverable Documentation		
3.3.6.17	Site Visit		
3.3.6.18	VAT Registration		

Name of Bidder .....

Signature: .....

Official Capacity: .....

Date: .....

## 5.0 TERMS OF PAYMENT

5.1 DCA shall pay the successful bidder in accordance with the Payment Schedule (Clause 16.2) and Payment Schedule Milestone (Clause 16.3) on receipt of an invoice from the successful bidder.

### 5.2 Payment Schedule

PAYMENT No.	PAYMENT SCHEDULE	% AMOUNT OF CONTRACT
1	Award of Contract	10 %
2	Delivery onsite of the equipment to be supplied	40 %
3	Installation Testing and Commissioning of AIM System	40%
4	Retention fee	10%

### 5.3 Payment Schedule Milestone

PAYMENT No.	PROJECT MILESTONE	PAYMENT PERIOD
1	Award of Contract	T <sub>0</sub>
2	Delivery onsite of the equipment to be supplied	T <sub>0</sub> + 20 weeks
3	Installation Testing and Commissioning of the AIM System	T <sub>0</sub> + 24 weeks
4	Retention fee	T <sub>0</sub> + 76 weeks

### 5.4 Advance Payment - 10%

An advance payment of 10% of the Total Contract Price shall be effected against a bank guarantee equivalent to 10% of the contract price after the award of Contract.

**5.5 2<sup>nd</sup> Payment – 40%**

40% of the Total Contract Price shall be paid against invoice after the onsite delivery of the AIM Equipment.

**5.6 3<sup>rd</sup> Payment – 40%**

40% of the Total Contract Price shall be paid against invoice after the installation, testing and commissioning of the AIM system.

**5.7 4<sup>th</sup> and Final Payment**

Retention fee of 10% shall be paid against invoice after one year warranty and attending to any remedial actions.

- 5.8 Interest may be charged by the contractor for any late payment. The rate of interest applicable will be Bank Rate.
- 5.9 The contractor shall submit to the client a Performance Security equivalent to 10% of total Contract Price and Bank Guarantee before the advance payment is made.
- 5.10 Payment will be effected only if the payment schedule milestones have been met and the work has been completed to the satisfaction of DCA.

## **6. Inspections and Tests**

The following inspections and tests shall be performed but not limited to the following:

- (i) System Redundancy and Automatic Changeover
- (ii) System Control and Monitoring
- (iii) System Interoperability/Interfacing with other systems
- (iv) Statistics/Logs/Status Messages
- (v) Fault tolerance
- (vi) eAIP, e-charting and NOTAM Database tests;
- (vii) eAIP, e-charting and NOTAM functions;
- (viii) Message Conversions.



## **PART 3 - Contract**

## Section VI. General Conditions of Contract

The General Conditions of Contract (GCC) applicable for this procurement is available on the web site of the Procurement Policy Office [ppo.govmu.org](http://ppo.govmu.org) under Ref. G/RFQ-GCC4//11-21.

### 1. Definitions

1.1 The following words and expressions shall have the meanings hereby assigned to them:

- (a) “Contract” means the Contract Agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- (b) “Contract Documents” means the documents listed in the Contract Agreement, including any amendments thereto.
- (c) “Contract Price” means the price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions therefrom, as may be made pursuant to the Contract.
- (d) “Day” means calendar day except where otherwise specified.
- (e) “Completion” means the fulfillment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
- (f) “GCC” means the General Conditions of Contract.
- (g) “Goods” means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
- (h) “Purchaser” means the entity purchasing the Goods and Related Services, as specified in the SCC.
- (i) “Related Services” means the services incidental to the supply of the goods, such as insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.
- (j) “SCC” means the Special Conditions of Contract.
- (k) “Subcontractor” means any natural person, private or

government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.

(l) “Supplier” means the natural person, private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Contract Agreement.

(m) “The Project Site,” where applicable, means the place named in the SCC.

## **2. Contract Documents**

2.1 Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

2.2 The parties shall enter into a Contract Agreement within 28 days after the contractor receives the Letter of Acceptance unless they agree otherwise.

## **3. Fraud/Corruption and Integrity Clause**

3.1 If the Purchaser determines that the Supplier and/or any of its personnel, or its agents, or its Subcontractors, consultants, service providers, suppliers and/or their employees has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Purchaser may, after giving 14 days notice to the Supplier, terminate the Supplier's employment under the Contract and cancel the contract, and the provisions of Clause 35 shall apply as if such expulsion had been made under Sub-Clause 35.1.

(a) For the purposes of this Sub-Clause:

(i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party<sup>7</sup>;

(ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an

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<sup>7</sup> “Another party” refers to a public official acting in relation to the procurement process or contract execution. In this context, “public official” includes Public Body’s staff and employees of other organizations taking or reviewing procurement decisions.

obligation<sup>8</sup>;

- (iii) “collusive practice” is an arrangement between two or more parties<sup>9</sup> designed to achieve an improper purpose, including to influence improperly the actions of another party;
- (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party<sup>10</sup>;
- (v) “obstructive practice” is
  - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Public body’s investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
  - (bb) acts intended to materially impede the exercise of the Public body’s inspection and audit rights provided for under Clause 11 [Inspections and Audits by the Public body].

3.2 Should any employee of the Supplier be determined to have engaged in corrupt, fraudulent, collusive, coercive, or obstructive practice during the purchase of the Goods, then that employee shall be removed.

3.3 The Supplier shall take steps to ensure that no person acting for it or on its behalf will engage in any type of fraud and corruption during the contract execution.

Transgression of the above is a serious offence and appropriate

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<sup>8</sup> “Party” refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract execution.

<sup>9</sup> “Parties” refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, non competitive levels.

<sup>10</sup> “Party” refers to a participant in the procurement process or contract execution.

actions will be taken against such supplier.

- 4. Interpretation**
- 4.1 If the context so requires it, singular means plural and vice versa.
- 4.2 Incoterms
- (a) Unless inconsistent with any provision of the Contract, the meaning of any trade term and the rights and obligations of parties hereunder shall be as prescribed by Incoterms.
- (b) The terms EXW, CIP, FCA, CFR and other similar terms, when used, shall be governed by the rules prescribed in the current edition of Incoterms specified in the **SCC** and published by the International Chamber of Commerce in Paris, France.
- 4.3 Entire Agreement
- The Contract constitutes the entire agreement between the Purchaser and the Supplier and supersedes all communications, negotiations and agreements (whether written or oral) of the parties with respect thereto made prior to the date of Contract.
- 4.4 Amendment
- No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.
- 4.5 Non-waiver
- (a) Subject to GCC Sub-Clause 4.5(b) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.
- (b) Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.
- 4.6 Severability

If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

- 5. Language**
- 5.1 The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and the Purchaser, shall be in English. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified, in which case, for purposes of interpretation of the Contract, this translation shall govern.
- 5.2 The Supplier shall bear all costs of translation to the governing language and all risks of the accuracy of such translation, for documents provided by the Supplier.
- 5.3 Notwithstanding the above, documents in French submitted with the bid may be accepted without translation.
- 6. Joint Venture, Consortium or Association**
- 6.1 If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Purchaser for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Purchaser.
- 7. Eligibility**
- 7.1 The Supplier and its Subcontractors shall have the nationality of an eligible country. A Supplier or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country.
- 7.2 All Goods and Related Services to be supplied under the Contract shall have their origin in Eligible Countries. For the purpose of this Clause, origin means the country where the goods have been grown, mined, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.
- 8. Notices**
- 8.1 Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the **SCC**. The term “in writing” means communicated in written form with proof of receipt.

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- 8.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 9. Governing Law** 9.1 The Contract shall be governed by and interpreted in accordance with the laws of Mauritius, unless otherwise specified in the **SCC**.
- 10. Settlement of Disputes** 10.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 10.2 If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with the rules of procedure **specified in the SCC**.
- 10.3 Notwithstanding any reference to arbitration herein,
- (a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
  - (b) the Purchaser shall pay the Supplier any money due the Supplier.
- 11. Inspections and Audit** 11.1 The Supplier shall permit, and shall cause its Subcontractors and consultants to permit, the Public Body and/or persons appointed by the Public Body to inspect the Supplier's offices and all accounts and records relating to the performance of the Contract and the submission of the bid, and to have such accounts and records audited by auditors appointed by the Public Body if requested by the Public Body. The Supplier's and its Subcontractors and consultants' attention is drawn to Clause 3 [Fraud and Corruption], which provides, inter alia, that acts intended to materially impede the exercise of the Public Body's inspection and audit rights provided for under this Sub-Clause 11.1 constitute a prohibited practice subject to contract termination.

- 12. Scope of Supply** 12.1 The Goods and Related Services to be supplied shall be as specified in the Schedule of Requirements.
- 13. Delivery and Documents** 13.1 Subject to GCC Sub-Clause 33.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements. The details of shipping and other documents to be furnished by the Supplier are specified in the **SCC**.
- 14. Supplier's Responsibilities** 14.1 The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with GCC Clause 12, and the Delivery and Completion Schedule, as per GCC Clause 13.
- 15. Contract Price** 15.1 Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in the **SCC**.
- 16. Terms of Payment** 16.1 The Contract Price, including any Advance Payments, if applicable, shall be paid as specified in the **SCC**.
- 16.2 The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the documents submitted pursuant to GCC Clause 13 and upon fulfillment of all other obligations stipulated in the Contract.
- 16.3 Payments shall be made promptly by the Purchaser, but in no case later than twenty-one (21) days after submission of an invoice or request for payment by the Supplier, and after the Purchaser has accepted it.
- 16.4 The currencies in which payments shall be made to the Supplier under this Contract shall be made subject to the following general principle:
- (a) payment will be made in the currency or currencies in which the the bid price is expressed.
  - (b) Local bidders will be paid in fixed Mauritian Rupees or Mauritian rupees adjusted to the fluctuation in the rate exchange at the time of delivery, as specified in the **SCC**.
- 16.5 In the event that the Purchaser fails to pay the Supplier any payment by its due date or within the period set forth in the **SCC**, the Purchaser shall pay to the Supplier interest on the amount of such delayed payment at the rate shown in the **SCC**,



for the period of delay until payment has been made in full, whether before or after judgment or arbitrage award.

## **17. Taxes and Duties**

- 17.1 For goods manufactured outside Mauritius, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside Mauritius.
- 17.2 For goods Manufactured within Mauritius, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- 17.3 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in Mauritius, the Purchaser shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

## **18. Performance Security**

- 18.1 If required as specified in the SCC, the Supplier shall, within twenty-eight (28) days of the notification of contract award, provide a performance security for the performance of the Contract in the amount specified in the **SCC**.
- 18.2 The proceeds of the Performance Security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 18.3 As specified in the SCC, the Performance Security, if required, shall be denominated in the currency(ies) of the Contract, or in a freely convertible currency acceptable to the Purchaser; and shall be in the form of a bank guarantee or in another format acceptable to the Purchaser.
- 18.4 The Performance Security shall be discharged by the Purchaser and returned to the Supplier not later than twenty-one (21) days following the date of Completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in the **SCC**.

## **19. Copyright**

- 19.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party

## **20. Confidential**

- 20.1 The Purchaser and the Supplier shall keep confidential and

**Information**

shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under GCC Clause 20.

20.2 The Purchaser shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Purchaser for any purpose other than the performance of the Contract.

20.3 The obligation of a party under GCC Sub-Clauses 20.1 and 20.2 above, however, shall not apply to information that:

- (a) the Purchaser or Supplier need to share with institutions participating in the financing of the Contract;
- (b) now or hereafter enters the public domain through no fault of that party;
- (c) can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or
- (d) otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality.

20.4 The above provisions of GCC Clause 20 shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the Supply or any part thereof.

20.5 The provisions of GCC Clause 20 shall survive completion or termination, for whatever reason, of the Contract.

**21. Subcontracting**

21.1 The Supplier shall notify the Purchaser in writing of all subcontracts awarded under the Contract if not already specified in the bid. Such notification, in the original bid or later shall not relieve the Supplier from any of its obligations,

duties, responsibilities, or liability under the Contract.

21.2 Subcontracts shall comply with the provisions of GCC Clauses 3 and 7.

## **22. Specifications and Standards**

22.1 Technical Specifications and Drawings

- (a) The Goods and Related Services supplied under this Contract shall conform to the technical specifications and standards mentioned in Section V, Schedule of Requirements and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the Goods' country of origin.
- (b) The Supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.
- (c) Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Schedule of Requirements. During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Purchaser and shall be treated in accordance with GCC Clause 33.

## **23. Packing and Documents**

23.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

23.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the SCC, and in any other instructions ordered by the Purchaser.

## **24. Insurance**

24.1 Unless otherwise specified in the SCC, the Goods supplied under the Contract shall be fully insured—in a freely

convertible currency from an eligible country—against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance with the applicable Incoterms or in the manner specified in the **SCC**.

- 25. Transportation** 25.1 Unless otherwise specified in the **SCC**, responsibility for arranging transportation of the Goods shall be in accordance with the specified Incoterms.
- 26. Inspections and Tests**
- 26.1 The Supplier shall at its own expense and at no cost to the Purchaser carry out all such tests and/or inspections of the Goods and Related Services as are specified in the **SCC**.
- 26.2 The inspections and tests may be conducted on the premises of the Supplier or its Subcontractor, at point of delivery, and/or at the Goods' final destination, or in another place in Mauritius as specified in the **SCC**. Subject to GCC Sub-Clause 26.3, if conducted on the premises of the Supplier or its Subcontractor, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Purchaser.
- 26.3 The Purchaser or its designated representative shall be entitled to attend the tests and/or inspections referred to in GCC Sub-Clause 26.2, provided that the Purchaser bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all travelling and board and lodging expenses.
- 26.4 Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Purchaser. The Supplier shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Purchaser or its designated representative to attend the test and/or inspection.
- 26.5 The Purchaser may require the Supplier to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the Goods comply with the technical specifications codes and standards under the Contract, provided that the Supplier's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impedes the progress of manufacturing and/or the Supplier's performance of its other obligations under the Contract, due allowance will be made in respect of the Delivery Dates and Completion Dates and the

other obligations so affected.

- 26.6 The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection.
- 26.7 The Purchaser may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Purchaser, and shall repeat the test and/or inspection, at no cost to the Purchaser, upon giving a notice pursuant to GCC Sub-Clause 26.4.
- 26.8 The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Purchaser or its representative, nor the issue of any report pursuant to GCC Sub-Clause 26.6, shall release the Supplier from any warranties or other obligations under the Contract.

## **27. Liquidated Damages**

- 27.1 Except as provided under GCC Clause 32, if the Supplier fails to deliver any or all of the Goods by the date(s) of delivery or perform the Related Services within the period specified in the Contract, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in the **SCC** of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in those **SCC**. Once the maximum is reached, the Purchaser may terminate the Contract pursuant to GCC Clause 35.

## **28. Warranty**

- 28.1 The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- 28.2 Subject to GCC Sub-Clause 22.1(b), the Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in Mauritius.
- 28.3 Unless otherwise specified in the **SCC**, the warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and

accepted at the final destination indicated in the **SCC**, or for eighteen (18) months after the date of shipment from the port or place of loading in the country of origin, whichever period concludes earlier.

- 28.4 The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.
- 28.5 Upon receipt of such notice, the Supplier shall, within the period specified in the **SCC**, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.
- 28.6 If having been notified, the Supplier fails to remedy the defect within the period specified in the **SCC**, the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

## **29. Patent Indemnity**

- 29.1 The Supplier shall, subject to the Purchaser's compliance with GCC Sub-Clause 29.2, indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:
- (a) the installation of the Goods by the Supplier or the use of the Goods in the country where the Site is located; and
  - (b) the sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Supplier, pursuant to the Contract.

- 29.2 If any proceedings are brought or any claim is made against the

Purchaser arising out of the matters referred to in GCC Sub-Clause 29.1, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.

- 29.3 If the Supplier fails to notify the Purchaser within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Purchaser shall be free to conduct the same on its own behalf.
- 29.4 The Purchaser shall, at the Supplier's request, afford all available assistance to the Supplier in conducting such proceedings or claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.
- 29.5 The Purchaser shall indemnify and hold harmless the Supplier and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Supplier may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Purchaser.

### **30. Limitation of Liability**

- 30.1 Except in cases of criminal negligence or willful misconduct,
- (a) the Supplier shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Purchaser and
  - (b) the aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier to indemnify the purchaser with respect to patent infringement

- 31. Change in Laws** 31.1 Unless otherwise specified in the Contract, if after the date of

**and Regulations**

28 days prior to date of Bid submission, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in Mauritius (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 15.

**32. Force Majeure**

32.1 The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

32.2 For purposes of this Clause, “Force Majeure” means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

32.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**33. Change Orders and Contract Amendments**

33.1 The Purchaser may at any time order the Supplier through notice in accordance GCC Clause 8, to make changes within the general scope of the Contract in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
- (b) the method of shipment or packing;



- (c) the place of delivery; and
- (d) the Related Services to be provided by the Supplier.

33.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery/Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within twenty-eight (28) days from the date of the Supplier's receipt of the Purchaser's change order.

33.3 Prices to be charged by the Supplier for any Related Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

33.4 Subject to the above, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

#### **34. Extensions of Time**

34.1 If at any time during performance of the Contract, the Supplier or its subcontractors should encounter conditions impeding timely delivery of the Goods or completion of Related Services pursuant to GCC Clause 13, the Supplier shall promptly notify the Purchaser in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.

34.2 Except in case of Force Majeure, as provided under GCC Clause 32, a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 26, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 34.1.

#### **35. Termination**

35.1 Termination for Default

- (a) The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in

part:

- (i) if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 34;
  - (ii) if the Supplier fails to perform any other obligation under the Contract; or
  - (iii) if the Supplier, in the judgement of the Purchaser has engaged in fraud and corruption, as defined in GCC Clause 3, in competing for or in executing the Contract.
- (b) In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 35.1(a), the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Related Services similar to those undelivered or not performed, and the Supplier shall be liable to the Purchaser for any additional costs for such similar Goods or Related Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

### 35.2 Termination for Insolvency.

- (a) The Purchaser may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Purchaser

### 35.3 Termination for Convenience.

- (a) The Purchaser, by notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience upon a determination that because of changed circumstances the continuation of the contract is not in the public interest. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- (b) The Goods that are complete and ready for shipment within twenty-eight (28) days after the Supplier's receipt

of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:

- (i) to have any portion completed and delivered at the Contract terms and prices; and/or
- (ii) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the Supplier.

(c) If the Contract is terminated for the Employer's convenience, the supplier will not be entitled to recover anticipated profits on the completion of the contract.

**36. Assignment**

36.1 Neither the Purchaser nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.

**37. Export  
Restriction**

37.1 Notwithstanding any obligation under the Contract to complete all export formalities, any export restrictions attributable to the Purchaser, to Mauritius, or to the use of the products/goods, systems or services to be supplied, which arise from trade regulations from a country supplying those products/goods, systems or services, and which substantially impede the Supplier from meeting its obligations under the Contract, shall release the Supplier from the obligation to provide deliveries or services, always provided, however, that the Supplier can demonstrate to the satisfaction of the Purchaser that it has completed all formalities in a timely manner, including applying for permits, authorizations and licenses necessary for the export of the products/goods, systems or services under the terms of the Contract. Termination of the Contract on this basis shall be for the Purchaser's convenience pursuant to Sub-Clause 35.3.

## Section VII. Special Conditions of Contract

<b>GCC 1.1(h)</b>	The Purchaser is: <i>Department of Civil Aviation</i>
<b>GCC 1.1 (m)</b>	The Project Site(s)/Final Destination(s) is/  <i>Department of Civil Aviation SSR International Airport Plaine Magnien Mauritius</i>
<b>GCC 4.2 (a)</b>	The meaning of the trade terms shall be as prescribed by Incoterms. If the meaning of any trade term and the rights and obligations of the parties hereunder shall not be as prescribed by Incoterms, they shall be as prescribed by: <i>[exceptional; refer to other internationally accepted trade terms ]</i>
<b>GCC 4.2 (b)</b>	The version edition of Incoterms shall be Incoterms 2010.
<b>GCC 8.1</b>	For <b><u>notices</u></b> , the Purchaser's address shall be:  The Director of Civil Aviation Department of Civil Aviation Sir Seewoosagur Ramgoolam International Airport Plaine Magnien Mauritius  Telephone: (230) 603 2000 Facsimile number: (230) 637 3164 Electronic mail address: civil-aviation@govmu.org
<b>GCC 10.2</b>	The rules of procedure for arbitration proceedings pursuant to GCC Clause 10.2 shall be as follows:  <b>(a) Contract with foreign Supplier:</b>  GCC 10.2 (a)—Any dispute, controversy or claim arising out of or relating to this Contract, or breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules as at present in force.  <b>(b) Contracts with Supplier national of Mauritius:</b>  In the case of a dispute between the Purchaser and a Supplier who is a national of Mauritius, the dispute shall be referred to

	<p>adjudication or arbitration in accordance with the laws of Mauritius.</p>
<p><b>GCC 13.1</b></p>	<p>Details of Shipping and other Documents to be furnished by Suppliers are:</p> <p><i>(a) For Goods supplied from overseas on DDP terms (The Purchaser as consignee):</i></p> <p>Upon shipment, the Supplier shall notify the Department of Civil Aviation and the insurance company, in writing, the full details of the shipment including Contract number, description of the Goods, quantity, date and place of shipment, mode of transportation, and estimated date of arrival at place of destination. In the event of Goods sent by airfreight, the Supplier shall notify the Purchaser a minimum of forty-eight (48) hours ahead of dispatch, the name of the carrier, the flight number, the expected time of arrival, and the airway-bill number. The Supplier shall fax and then send by courier the following documents to the Purchaser, with a copy to the insurance company:</p> <p>(i) three originals and two copies of the Supplier’s invoice, showing Purchaser as</p> <p style="text-align: center;"><b>Director of Civil Aviation Department of Civil Aviation Sir Seewoosagur Ramgoolam International Airport Plaine Magnien Republic of Mauritius</b></p> <p>the Procurement Reference number, Goods’ description, quantity, unit price and total amount. Invoices must be signed in original, stamped, or sealed with the company stamp/seal;</p> <p>(ii) one original and two copies of the negotiable, clean, on board through bill of lading marked “freight prepaid” and showing Purchaser as</p> <p style="text-align: center;"><b>Director of Civil Aviation Department of Civil Aviation Sir Seewoosagur Ramgoolam International Airport Plaine Magnien Republic of Mauritius</b></p> <p>and Notify Party as stated in the Contract, with delivery through to final destination as per the Schedule of Requirements and two copies of non-negotiable bill of lading, or air waybill marked “freight prepaid” and</p>

	<p>showing delivery through to final destination as per the Schedule of Requirements;</p> <ul style="list-style-type: none"><li>(iii) four copies of the packing list identifying contents of each package;</li><li>(iv) copy of the Insurance Certificate, showing the Purchaser as the beneficiary;</li><li>(v) one original of the manufacturer's or Supplier's Warranty Certificate covering all items supplied;</li><li>(vi) one original of the Supplier's Certificate of Origin covering all items supplied;</li><li>(vii) original copy of the Certificate of Inspection furnished to Supplier by the nominated inspection agency and six copies (where inspection is required);</li><li>(viii) any other procurement-specific documents required for delivery/payment purposes.</li></ul> <p>The above documents shall be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p> <p><b>(b) <i>For Goods from local suppliers (already imported on the basis of delivery to warehouse-DDP):</i></b></p> <p>Upon or before delivery of the Goods, the Supplier shall notify the Purchaser in writing and deliver the following documents to the Purchaser:</p> <ul style="list-style-type: none"><li>(i) one original and two copies of the Supplier's invoice, showing Purchaser, the Contract number, Goods' description, quantity, unit price, and total amount. Invoices must be signed in original and stamped or sealed with the company stamp/seal;</li><li>(ii) two copies of the packing list identifying contents of each package;</li><li>(iii) one original of the manufacturer's or Supplier's Warranty certificate covering all items supplied;</li><li>(iv) one original of the Supplier's Certificate of Origin covering all items supplied;</li></ul>
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	<p>(v) original copy of the Certificate of Inspection furnished to Supplier by the nominated inspection agency and six copies (where inspection is required)</p> <p>(vi) other procurement-specific documents required for delivery/payment purposes.</p>
<b>GCC 15.1</b>	The prices charged for the Goods supplied and the related Services performed shall not be adjustable.
<b>GCC 16.1</b>	<p>The structure of payments (on submission of an invoice) shall be as follows:</p> <ul style="list-style-type: none"> <li>• 10% of contract value after signature of contract against a Bank Guarantee for Advance Payment of equivalent value valid for 2 months beyond the delivery period specified above. The bank guarantee can be cancelled by the user if the successful commissioning has been completed before the 2 months period. Similarly, the Bidder may be required to extend the bank guarantee if there is pending issues after the 2 months period.</li> <li>• 40% of the Total Contract Price shall be paid against invoice after the onsite delivery of the AIM Equipment.</li> <li>• 40% of the Total Contract Price shall be paid against invoice after the installation, testing and commissioning of the AIM system.</li> <li>• Retention fee of 10% shall be paid against invoice after one year warranty and attending to any remedial actions.</li> </ul>
<b>GCC 16.4 (b)</b>	Local Suppliers shall be paid in Mauritian Rupees only. The prices shall not be adjustable to fluctuation in the rate of exchange.
<b>GCC 16.5</b>	<p>Interest shall be payable immediately after the due date for payment.</p> <p>The interest rate shall be the legal rate.</p>
<b>GCC 18.1</b>	<p>A performance security valid for <b>2 months</b> beyond the delivery period for the proposed Aeronautical Information Management System (Delivery and Documents) in the form of a bank guarantee representing (10%) of the contract price shall be required.</p> <p>The amount of the Performance security shall be 10% of the contract price.</p>
<b>GCC 18.3</b>	The Performance Security shall be denominated in Mauritian Rupees, USD, GBP or EURO.

<b>GCC 18.4</b>	Discharge of the Performance Security shall take place not later than 28 days, following the date of completion of the supplier's obligations under this contract including any warranty obligations.
<b>GCC 24.1</b>	The insurance coverage shall be as specified in the Incoterms.
<b>GCC 25.1</b>	Responsibility for transportation of the Goods shall be as specified in the Incoterms.
<b>GCC 26.1</b>	The inspections and tests shall be:  Suppliers will have to deliver and perform configuration & commissioning of proposed system. It is the responsibility of the supplier to make the entire system fully operational.  The users will conduct the application software acceptance test and confirm same.
<b>GCC 26.2</b>	The Inspections and tests shall be conducted onsite.
<b>GCC 27.1</b>	The liquidated damages shall be 1% of contract value for each week or part of thereof of delay until actual delivery or performance.
<b>GCC 27.1</b>	The maximum amount of liquidated damages shall be: 10 % of contract value.
<b>GCC 28.3</b>	The period of validity of the Warranty shall be as specified at paragraph 3.3.6.12 of Section V: Scheduled of Requirements.
<b>GCC 28.5</b>	The period for repair or replacement shall be at the earliest possible but not more than 5 days of notification for critical faults.
<b>Taxes and Duties</b>	As regards VAT, if the supplier fails to quote separately for VAT in the Price Schedule of tender as instructed, his tendered price shall be deemed to be inclusive of VAT and no adjustment will be made to his price in respect thereof.
<b>Tax Deduction at Source (TDS)</b>	TDS will be applicable as per Fifth Schedule of the Income Tax Act.  Bidders may consult the Mauritius Revenue Authority (MRA) on Website: <a href="http://www.mra.mu">www.mra.mu</a>



<b>VAT Registration</b>	<p>The bidder must be VAT registered with the Mauritius Revenue Authority (MRA) and shall state the VAT amount for each invoice. In case bidder is not yet registered, necessary action for registration should be completed with MRA on award of contract. The Contact details of the MRA is:</p> <p><b>Ehram Court Cnr. Sir Virgil Naz &amp; Mgr Gonin Streets Port-Louis Mauritius</b></p> <p>Tel: (+230) 207 6000 Fax: (+230) 211 8099</p>
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# Section VIII. Contract Forms

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# 1. Contract Agreement

*[The successful Bidder shall fill in this form in accordance with the instructions indicated]*

THIS CONTRACT AGREEMENT is made

the *[ insert: **number** ]* day of *[ insert: **month** ], [ insert: **year** ]*.

BETWEEN

- (1) *[ insert complete name of Purchaser ], a [ insert description of type of legal entity, for example, an agency of the Ministry of .... of the Government of { Mauritius }, or company incorporated under the laws of {Mauritius} ] and having its principal place of business at [ insert address of Purchaser ] (hereinafter called “the Purchaser”), and*
- (2) *[ insert name of Supplier ], a company incorporated under the laws of [ insert: country of Supplier ] and having its principal place of business at [ insert: address of Supplier ] (hereinafter called “the Supplier”).*

WHEREAS the Purchaser invited bids for certain Goods and related services, viz., *[insert brief description of Goods and Services]* and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of *[insert Contract Price in words and figures, expressed in the Contract currency(ies) ]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
  - (a) This Contract Agreement
  - (b) Special Conditions of Contract
  - (c) General Conditions of Contract
  - (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
  - (e) The Supplier’s Bid and original Price Schedules
  - (f) The Purchaser’s Notification of Award
  - (g) *[Add here any other document(s)]*

3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Mauritius on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed: *[insert signature]*  
in the capacity of *[ insert title or other appropriate designation ]*  
in the presence of *[insert identification of official witness]*

For and on behalf of the Supplier

Signed: *[insert signature of authorized representative(s) of the Supplier]*  
in the capacity of *[ insert title or other appropriate designation ]*  
in the presence of *[ insert identification of official witness]*

## 2. Performance Security

*[The bank/Insurance company, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]*

Date: *[insert date (as day, month, and year) of Bid Submission]*  
Procurement Reference No. and title: *[insert no. and title of bidding process]*

Bank/Insurance company's Branch or Office: *[insert complete name of Guarantor]*

**Beneficiary:** *[insert complete name of Purchaser]*

**PERFORMANCE GUARANTEE No.:** *[insert Performance Guarantee number]*

We have been informed that *[insert complete name of Supplier]* (hereinafter called "the Supplier") has entered into Contract No. *[insert number]* dated *[insert day and month]*, *[insert year]* with you, for the supply of *[description of Goods and related Services]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding *[insert amount(s)<sup>11</sup> in figures and words]* upon receipt by us of your first demand in writing declaring the Supplier to be in default under the Contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the *[insert number]* day of *[insert month]* *[insert year]*,<sup>12</sup> and any demand for payment under it must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 758.

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<sup>11</sup> *The Bank/Insurance company shall insert the amount(s) specified in the SCC and denominated, as specified in the SCC, either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Purchaser.*

<sup>12</sup> *Dates established in accordance with Clause 18.4 of the General Conditions of Contract ("GCC"), taking into account any warranty obligations of the Supplier under Clause 16.2 of the GCC intended to be secured by a partial Performance Guarantee. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the Bank/Insurance company. Such request must be in writing and must be made prior to the expiration date established in the Guarantee. In preparing this Guarantee, the Purchaser might consider adding the following text to the Form, at the end of the penultimate paragraph: "We agree to a one-time extension of this Guarantee for a period not to exceed [six months] [one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee."*

*[signatures of authorized representatives of the bank/Insurance company and the Supplier]*

### 3. Bank/Insurance Guarantee for Advance Payment

*[The bank/Insurance company, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated.]*

Date: *[insert date (as day, month, and year) of Bid Submission]*  
Procurement No. and title: *[insert number and title of bidding process]*

*[bank's letterhead]*

**Beneficiary:** *[insert legal name and address of Purchaser]*

**ADVANCE PAYMENT GUARANTEE No.:** *[insert Advance Payment Guarantee no.]*

We, *[insert legal name and address of bank/Insurance company]*, have been informed that *[insert complete name and address of Supplier]* (hereinafter called "the Supplier") has entered into contract with you - Contract No. *[insert number]* dated *[insert date of Agreement]* - for the supply of *[insert types of Goods to be delivered]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance is to be made against an advance payment guarantee.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount(s)]*<sup>13</sup> *in figures and words* upon receipt by us of your first demand in writing declaring that the Supplier is in breach of its obligation under the Contract because the Supplier used the advance payment for purposes other than toward delivery of the Goods.

It is a condition for any claim and payment under this Guarantee to be made that the advance payment referred to above must have been received by the Supplier on its account *[insert number and domicile of the account]*

This Guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[insert date]*<sup>14</sup>.

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<sup>13</sup> *The bank/Insurance company shall insert the amount(s) specified in the SCC and denominated, as specified in the SCC, either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Purchaser.*

<sup>14</sup> *Insert the Delivery date stipulated in the Contract Delivery Schedule. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the bank/Insurance company. Such request must be in writing and must be made prior to the expiration date established in the Guarantee. In preparing this Guarantee, the Purchaser might consider adding the following text to the Form, at the end of the penultimate paragraph: "We agree to a one-time extension of this Guarantee for a period not to exceed [six months][one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee."*

This Guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 758.

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*[signature(s) of authorized representative(s) of the bank/Insurance company]*



