



REQUEST FOR PROPOSAL (RFP)

Ref: RFP/FJI10-012-2020

Dear Sir / Madam:

We kindly request you to submit your Proposal for **shipping of the Automated Weather System (AWS) to seven (7) Pacific Island Countries**.

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals must be submitted on or before 25 September , 2020, by 11.59pm (Fiji Time) etenderbox.pacific@undp.org:

United Nations Development Programme
Pacific Office in Fiji
Attention: Vimal Pillay

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in the pdf. format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit

price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated; you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link :

https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unsccl/conduct_english.pdf

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

Vimal Pillay
Procurement Associate
10 September 2020

Description of Requirements

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| Context of the Requirement | <p>UNDP is implementing the (Disaster Resilience for the Pacific Small Island States – SIDS) abbreviated for RESPAC together with Indian Government Funded Climate Early Warning in the Pacific (ICLEWS) Project. Through these 2 projects, UNDP is supporting PICs with the Installation of Automated Weather Systems (AWS) as well as other auxiliary systems that will be used in the monitoring of meteorological and hydrological parameters (Wind Speed and Direction, Air Temperature, Rainfall, Barometric Pressure, Solar Radiation, etc.) . Through this investment, Pacific Island countries are better equipped to monitor and compliment their existing Climate based Early Warning Systems and ensure that they can also rebound effectively from natural disasters.</p> <p>UNDP, after undertaking a global based competitive procurement process has selected OTT Hydromet as the company to assist with the installation of the AWS. In total, 31 AWS will be installed in the Pacific together with 15 rainfall monitoring sites and 20 upgraded manual stations. The equipment will arrive into Fiji from the USA in August and will need to be shipped to the other country islands for installation purposes. Refer to Annex 1 for countries and installation sites. UNDP in this regard, seeks written and costed proposal from trusted & reliable shipping and logistics contractors to assist with the shipment of the AWS equipment from Fiji to the respective countries. Additional services required includes clearance of items at the International Port of Entry at the 7 countries receiving the AWSs and then delivering the AWS to the designated sites/islands for Installation.</p> <p>Objective</p> <p>The key objectives of the RFP is to obtain the best proposal from a Shipping Service and Transport Logistics Company to safely deliver the Automated Weather System (AWS) from Fiji to the seven (7) island countries in the Pacific namely; Cook Islands, Kiribati, Nauru, Solomon Islands, Tokelau, Tuvalu and Vanuatu.</p> |
| Implementing Partner of UNDP | UNDP RESPAC Team |
| Brief Description of the Required Services ¹ | <p>The key activity which the contractor will be engaged with is the reliable, safe and timely shipment of AWS equipment from Point A – Fiji to the Island Country's' International Port of Entry, Point B. From there the items will be placed on domestic ships and transported to Point C which is the AWS installation sites. Since part of the AWS equipment contains batteries and other high-risk equipment, airline is not considered, and shipping services is the only reliable and safe method of transportation. Also, contractor should be willing to take</p> |

¹ A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

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| | responsibilities for any damages that may occur, but this can be mitigated with the purchase of adequate insurance policy. Installation at the 76 sites will need to happen before October or the onset of the Cyclone season in the Pacific. |
| List and Description of Expected Outputs to be Delivered | <p>Output: The primary output for which the contractor will be responsible is the shipment of AWS equipment from Fiji to the 7 countries and upon clearance to the installation sites. This will entail:</p> <p>Phase 1 - Clearance of AWS and related items upon arrival from USA to Suva, Fiji Wharf, release partial items to the Fiji Meteorological Services and iii) safely store the remaining items for shipment to the other countries;</p> <p>Phase 2 - Arrange shipment to the other countries and clearance of items at the international port of entry as stipulated under Annex 1;</p> <p>Phase 3 - Additional storage at the capital of the 7 countries and then shipment to the islands to comet the installation process.</p> |
| Person to Supervise the Work/Performance of the Service Provider | Navin Bhan/Noud Leenders |
| Frequency of Reporting | Weekly |
| Progress Reporting Requirements | <p>Updates on progress made are required as follows:</p> <p>Phase 1 – Clearance of Cargo received from OTT Hydromet and Warehousing . Clearance of Tsunami Preparedness Kits to be done by local NDMOs.</p> <p>Phase 2 - Separation of cargo and repackaging into different containers bound for the 9 countries as listed in the TOR as per Annex 1.</p> <p>Phase 3 – Receive goods in the countries, repackaging and shipment to the outer islands.</p> |
| Location of work | <p>As the work will be carried out in 3 phases, the locations will change depending on the phase that the contractor will be engaged in:</p> <ol style="list-style-type: none"> Phase 1 is entirely based in Suva as it will require clearance of InBound Cargo from OTT Hydromet from the Suva Wharf and cartage to a warehouse where the items will be separate for future shipments. Phase 2 will be initially based in Suva and then move later to the respective Island capitals as items arriving from OTT Hydromet together with the Tsunami Preparedness kits purchased locally will be separated and repackaged into the different containers destined for the 9 island capitals; I.e., Honiara, Port Vila, Nauru, Tarawa, Apia, Funafuti, Palikir, Koror and Rarotonga. Phase 3 – Will be based in the Island countries but at multiple locations. Initially the items will be cleared at capital where the official port of entry is for the arrival of goods from foreign locations. Once cleared, the items will be repackaged for shipment to domestic destinations as spelt out under Annex 1. <p>The table below lists the installation sites by Country:</p> |

| | | | | | | | | | | | | | | | | | |
|---|---|------|--|--------------|----------------------|---------|--|-----------------|---|-------|----------|----------|---|--------|------------------------------------|---------|----------------|
| | <table border="1"> <tr> <td>Fiji</td><td>Nabouwalu – Vanua Levu, Taveuni, Drasa – Lautoka</td></tr> <tr> <td>Cook Islands</td><td>Aitutaki, Rarotonga,</td></tr> <tr> <td>Vanuatu</td><td>Santo, Pentecost, Malekula, Loh Island</td></tr> <tr> <td>Solomon Islands</td><td>Lavangu, Lata, Aitofi-Takwa, Varuvaru, Vonunu, Henderson, Garanga, Kirakira, Ringi, Mataniko.</td></tr> <tr> <td>Nauru</td><td>Top Site</td></tr> <tr> <td>Kiribati</td><td>Butaritari, Tab North, Arorae, Kanton, Tabuaren</td></tr> <tr> <td>Tuvalu</td><td>Nanumaga, Vaitupu, Nui, Nukulaelae</td></tr> <tr> <td>Tokelau</td><td>Fakaofu, Atafu</td></tr> </table> | Fiji | Nabouwalu – Vanua Levu, Taveuni, Drasa – Lautoka | Cook Islands | Aitutaki, Rarotonga, | Vanuatu | Santo, Pentecost, Malekula, Loh Island | Solomon Islands | Lavangu, Lata, Aitofi-Takwa, Varuvaru, Vonunu, Henderson, Garanga, Kirakira, Ringi, Mataniko. | Nauru | Top Site | Kiribati | Butaritari, Tab North, Arorae, Kanton, Tabuaren | Tuvalu | Nanumaga, Vaitupu, Nui, Nukulaelae | Tokelau | Fakaofu, Atafu |
| Fiji | Nabouwalu – Vanua Levu, Taveuni, Drasa – Lautoka | | | | | | | | | | | | | | | | |
| Cook Islands | Aitutaki, Rarotonga, | | | | | | | | | | | | | | | | |
| Vanuatu | Santo, Pentecost, Malekula, Loh Island | | | | | | | | | | | | | | | | |
| Solomon Islands | Lavangu, Lata, Aitofi-Takwa, Varuvaru, Vonunu, Henderson, Garanga, Kirakira, Ringi, Mataniko. | | | | | | | | | | | | | | | | |
| Nauru | Top Site | | | | | | | | | | | | | | | | |
| Kiribati | Butaritari, Tab North, Arorae, Kanton, Tabuaren | | | | | | | | | | | | | | | | |
| Tuvalu | Nanumaga, Vaitupu, Nui, Nukulaelae | | | | | | | | | | | | | | | | |
| Tokelau | Fakaofu, Atafu | | | | | | | | | | | | | | | | |
| Expected duration of work | 2 months | | | | | | | | | | | | | | | | |
| Target start date | 31 st September, 2020 | | | | | | | | | | | | | | | | |
| Latest completion date | 30 th November 2020 | | | | | | | | | | | | | | | | |
| Travels Expected | The proposal bid must include names of local agents who will be able to coordinate the receipt of the original shipment from Fiji and organize domestic shipping to the respective sites. | | | | | | | | | | | | | | | | |
| Special Security Requirements | <input type="checkbox"/> NA | | | | | | | | | | | | | | | | |
| Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal) | N/A | | | | | | | | | | | | | | | | |
| Implementation Schedule indicating breakdown and timing of activities/sub-activities | <input checked="" type="checkbox"/> Required | | | | | | | | | | | | | | | | |
| Names and curriculum vitae of individuals who will be involved in completing the services | <input checked="" type="checkbox"/> Required | | | | | | | | | | | | | | | | |
| Currency of Proposal | <input checked="" type="checkbox"/> Local Currency (local bidders) | | | | | | | | | | | | | | | | |

| Value Added Tax on Price Proposal ² | <input checked="" type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes | | | | | | | | | | | | | | | |
|---|---|--|---|--|---------|------------|--------|-------------------------------|--|-----|--|---|---|-----|--|---|
| Validity Period of Proposals (Counting for the last day of submission of quotes) | <input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal. | | | | | | | | | | | | | | | |
| Partial Quotes | <input checked="" type="checkbox"/> Not Permitted | | | | | | | | | | | | | | | |
| Payment Terms ³ | <table border="1"> <thead> <tr> <th>Outputs</th> <th>Percentage</th> <th>Timing</th> <th>Condition for Payment Release</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Completion of Phase 1 activities which is receiving the initial Shipment in Fiji, organizing customs clearance and storage at a local facility </td> <td>20%</td> <td>Within 5 days of the item released from Customs Clearance to Storage Warehouse</td> <td>a) Inspection visit carried out by UNDP or UNDP designated staff.</td> </tr> <tr> <td> <ul style="list-style-type: none"> Completion of Phase 2 Activities; Separation and re-packaging in respective country containers in Fiji and then shipment and offloading of good </td> <td>40%</td> <td>Within 5 days of the item arriving at the island installation sites.</td> <td>a) Inspection visit carried out by Staff from the Met Office.</td> </tr> </tbody> </table> | | | | Outputs | Percentage | Timing | Condition for Payment Release | <ul style="list-style-type: none"> Completion of Phase 1 activities which is receiving the initial Shipment in Fiji, organizing customs clearance and storage at a local facility | 20% | Within 5 days of the item released from Customs Clearance to Storage Warehouse | a) Inspection visit carried out by UNDP or UNDP designated staff. | <ul style="list-style-type: none"> Completion of Phase 2 Activities; Separation and re-packaging in respective country containers in Fiji and then shipment and offloading of good | 40% | Within 5 days of the item arriving at the island installation sites. | a) Inspection visit carried out by Staff from the Met Office. |
| Outputs | Percentage | Timing | Condition for Payment Release | | | | | | | | | | | | | |
| <ul style="list-style-type: none"> Completion of Phase 1 activities which is receiving the initial Shipment in Fiji, organizing customs clearance and storage at a local facility | 20% | Within 5 days of the item released from Customs Clearance to Storage Warehouse | a) Inspection visit carried out by UNDP or UNDP designated staff. | | | | | | | | | | | | | |
| <ul style="list-style-type: none"> Completion of Phase 2 Activities; Separation and re-packaging in respective country containers in Fiji and then shipment and offloading of good | 40% | Within 5 days of the item arriving at the island installation sites. | a) Inspection visit carried out by Staff from the Met Office. | | | | | | | | | | | | | |

² VAT exemption status varies from one country to another. Pls. check whatever is applicable to the UNDP CO/BU requiring the service.

³ UNDP preference is not to pay any amount in advance upon signing of contract. If the Service Provider strictly requires payment in advance, it will be limited only up to 20% of the total price quoted. For any higher percentage, or any amount advanced exceeding \$30,000, UNDP shall require the Service Provider to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the payment advanced by UNDP to the Service Provider.

| | | | | |
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| | at overseas port of entry | | | |
| | <ul style="list-style-type: none"> Completion of Phase 3 Activities; Receiving and clearing goods at port of entry and then organizing shipment on domestic boats to island locations | 40% | Within 5 days of all goods arriving at their respective locations. | a) Inspection visit carried out by technician from the Met Department |
| Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment | Noud Leenders, Project Manager Navin Bhan, Associate Project Manager. | | | |
| Type of Contract to be Signed | <input checked="" type="checkbox"/> Institutional Contract | | | |
| Criteria for Contract Award | <input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal. | | | |
| Criteria for the Assessment of Proposal | <p><u>Eligibility</u></p> <ol style="list-style-type: none"> 1. Completeness of Proposal 2. Registered company 3. Acceptance of UNDP General Conditions of Contract (GTC) <p><u>Technical Proposal (70%)</u></p> <input checked="" type="checkbox"/> Expertise of the Firm 15% <ul style="list-style-type: none"> - Registered and recognized shipping service with full competency. – (5%) - Minimum 5 years of operation in relevant field (5%) - Physical presence or through appointed agent for all 7 countries mentioned in the proposal (5%) | | | |

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| | <p><input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan 35%</p> <ul style="list-style-type: none"> - Completeness of proposed methodology and appropriateness which includes travelling schedules, advanced documentation and booking, shipping schedules, timelines and back up plans. (20%) - Submission of portfolio of past and present work (15%) <p><input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel 20%</p> <ul style="list-style-type: none"> - Team composition - Require a team of minimum of 2 dedicated staff to undertake this assignment (5%) - The team leader should have minimum certificate level qualification in business management/marketing and 3 years' experience in shipping and logistics, transport and warehousing, and customs clearance. (15%) <p><u>Financial Proposal (30%)</u> To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</p> |
| UNDP will award the contract to: | <p><input checked="" type="checkbox"/> One and only one Service Provider</p> <ul style="list-style-type: none"> • Subcontracting may be applicable however must follow UNDP subcontracting rules |
| Contract General Terms and Conditions ⁴ | <p><input checked="" type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p>Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p> |
| Annexes to this RFP ⁵ | <p><input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2)</p> |
| Contact Person for Inquiries (Written inquiries only) ⁶ | <p>Mr. Navin Bhan Associate Project Manager Ph: 3227561 Email: navin.bhan@undp.org</p> <p>Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p> |

⁴ Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

⁵ Where the information is available in the web, a URL for the information may simply be provided.

⁶ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

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| Other Information | <p>Note:</p> <ul style="list-style-type: none"> • The service provider can choose to outsource components of the TOR but must consult and seek approval from UNDP RESPAC on their choice of subcontractor |
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FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL⁷

To: Ronald Kumar, Head of Procurement and Travel Services
UNDP Pacific Office in Fiji

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated 14/07/2019, and all its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

A. Qualifications of the Service Provider (Provide these documents or written evidence)

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following:

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses/registration*
- c) Confirmation of the financial position/health of the company;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references;*
- e) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

B. Proposed Methodology for the Completion of Services (Provide these documents or written evidence)

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel (Provide these documents or written evidence)

The Service Provider must provide:

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) Contact and details of focal person in country;*
- c) Warehousing and Storage capacities (In Country).*

D. Cost Breakdown per Deliverable*

⁷ This serves as a guide to the Service Provider in preparing the Proposal.

| | Deliverables <i>[list them as referred to in the RFP]</i> | Percentage of Total Price <i>(Weight for payment)</i> | Price <i>(Lump Sum, All Inclusive)</i> |
|--|---|---|--|
| | Phase 1 - | 20% | |
| | Phase 2 - Shipment of Item from International Port of Entry to the installation sites | 40% | |
| | Phase 3 - | 40% | |
| | | 100% | |

**This shall be the basis of the payment tranches*

E. Cost Breakdown by Cost Component [This is only an Example]:

Phase 1 Cost Breakdown – Receipt of Inbound Shipment from USA

| Description of Activity | Remuneration per Unit of Time | Total Period of Engagement | No. of Personnel | Total Costs |
|--------------------------------------|--------------------------------------|-----------------------------------|-------------------------|--------------------|
| I. Personnel Services | | | | |
| Team leader | | | | |
| Manager Logistics | | | | |
| Sub Total | | | | |
| II. Cartage and Documentation | | | | |
| Cartage/Transportation | | | | |
| Customs Clearance | | | | |
| Warehousing and Storage | | | | |
| Miscellaneous Labor | | | | |
| Sub Total | | | | |
| II. Out of Pocket Expenses | | | | |
| | | | | |
| Sub Total | | | | |
| III. Other Related Costs | | | | |
| | | | | |
| Total Costs | | | | |

Phase II – Shipment from Fiji to the Islands

| Description of Activity | Remuneration per Unit of Time | Total Period of Engagement | No. of Personnel | Total Costs |
|--|--------------------------------------|-----------------------------------|-------------------------|--------------------|
| I. Personnel Services | | | | |
| Team leader | | | | |
| Manager Logistics | | | | |
| Sub Total | | | | |
| ii. Container Costs from: | | | | |
| Fiji to Nauru | | | | |
| Fiji to Solomons | | | | |
| Fiji to Kiribati | | | | |
| Fiji to Tokelau | | | | |
| Fiji to Tuvalu | | | | |
| Fiji to Palau | | | | |
| Fiji to Federal States of Micronesia (FSM) | | | | |

| | | | | |
|---------------------------------------|--|--|--|--|
| Fiji to Cook Islands | | | | |
| Fiji to Vanuatu | | | | |
| | | | | |
| III. Cartage and Documentation | | | | |
| Cartage/Transportation | | | | |
| Customs Clearance | | | | |
| Warehousing and Storage | | | | |
| Miscellaneous Labor | | | | |
| II. Out of Pocket Expenses | | | | |
| Sub Total | | | | |
| | | | | |
| III. Other Related Costs | | | | |
| | | | | |
| Sub Total | | | | |
| Total Costs | | | | |

Phase III – Shipment from Fiji to the Islands

| Description of Activity | Remuneration per Unit of Time | Total Period of Engagement | No. of Personnel | Total Costs |
|------------------------------|-------------------------------|----------------------------|------------------|-------------|
| I. Personnel Services | | | | |
| Team leader | | | | |
| Manager Logistics | | | | |
| Sub Total | | | | |

| Description of Activity | Estimated Cargo Size in Cubic Metres | Estimated Cargo Size in Tonnes | Unit Cost | Total Costs |
|--|--------------------------------------|--------------------------------|-----------|-------------|
| ii. Container Clearance Costs at Overseas Port of Entry | | | | |
| @ Nauru | | | | |
| @ Solomon Islands | | | | |
| @ Kiribati | | | | |
| @ Tokelau | | | | |
| @ Tuvalu | | | | |
| @ Cook Islands | | | | |
| @ Palau | | | | |
| @ Federal States of Micronesia (FSM) | | | | |
| @ Vanuatu | | | | |
| | | | | |
| III. Cartage and Documentation | | | | |
| Cartage/Transportation | | | | |
| Customs Clearance | | | | |
| Warehousing and Storage | | | | |
| Solomon Islands | | | | |
| Kiribati | | | | |
| Tuvalu | | | | |
| Samoa | | | | |
| Vanuatu | | | | |
| Cook Islands | | | | |
| Palau | | | | |

| | | | | |
|--|------------------|--|-------------|--|
| Federal States of Micronesia (FSM) | | | | |
| Miscellaneous Labor | | | | |
| | | | | |
| IV. Domestic Shipping Charges – Loose Cargo | | | | |
| Fiji | | | | |
| From Suva to Nabouwalu | 4 m ³ | | | |
| From Suva to Matei, Taveuni | 4 m ³ | | | |
| Kiribati | | | | |
| From Tarawa to Butaritari | 4 m ³ | | | |
| From Tarawa to Tab North | 4 m ³ | | | |
| From Tarawa to Kanton | 4 m ³ | | | |
| From Tarawa to Arorae | 4 m ³ | | | |
| From Tarawa to Tabuaren | 4 m ³ | | | |
| Tuvalu | | | | |
| From Funafuti to Nanumaga | 4 m ³ | | | |
| From Funafuti to Nui | 4 m ³ | | | |
| From Funafuti to Nukulaelae | 4 m ³ | | | |
| From Funafuti to Vaitupu | 4 m ³ | | | |
| Cook Islands | | | | |
| From Rarotonga to Aitutaki | 4 m ³ | | | |
| From Rarotonga to Suwarrow | 4 m ³ | | | |
| From Rarotonga to Nasau | 4 m ³ | | | |
| Vanuatu | | | | |
| From Port Vila to Santo | 4 m ³ | | | |
| From: Port Vila to Loh Island, Torres | 4 m ³ | | | |
| From Port Vila to Malekula | 4 m ³ | | | |
| | | | | |
| Solomon Islands | | | | |
| From Honiara to Gizo (Ringi & Vonunu) | 8 m ³ | | | |
| From Honiara to Choiseul (Varuvaru) | 4 m ³ | | | |
| From Honiara to Kirakira | 4 m ³ | | | |
| From Honiara to Malaita Aitofi | 4 m ³ | | | |
| From Honiara to Garanga, Isabel Province | 4 m ³ | | | |
| From Honiara to Lata | 4 m ³ | | | |
| From Honiara to Lavangu | 4 m ³ | | | |
| | | | Sub Total | |
| II. Out of Pocket Expenses | | | | |
| | | | Sub Total | |
| | | | | |
| III. Other Related Costs | | | | |
| | | | | |
| | | | Sub Total | |
| | | | Total Costs | |

*[Name and Signature of the Service Provider's
Authorized Person]*

[Designation]

[Date]